



Inside Sales/Estimator

Energy Panel Structures, Inc. an industry leader in commercial and residential construction with headquarters based in Graettinger, Iowa has an immediate need for an Inside Sales/Estimators.

Essential Duties and Responsibilities:

- Correspond with EPS District Sales Managers and EPS Dealers
- Assist Dealers with take-offs and estimates
- Quote projects, including soliciting bids from Sub Contractors
- Develop pricing and scopes of work on commercial and public bid jobs
- Assist with organizing and creating EPS Dealer information packets
- Assist with the planning and presentation of EPS Dealer and contractor training schools
- Coordination of building orders, delivery and general service
- Understand and observe all applicable corporate safety policies and procedures

Key Skillsets:

- Minimum 2-year Technical School or a degree in Construction Management or equivalent experience is preferred
- Knowledge of AutoCAD or related CAD drafting software is helpful, not required
- Working knowledge of Microsoft Excel, Word, Outlook & Power Point
- Knowledge of general construction practices/procedures and code requirements
- Ability to read construction drawings, specifications and special estimating as needed
- Strong oral and written communication skills
- Self-motivated and able to work independently
- Highly organized with attention to detail

Physical Demands:

- Work is conducted in an office setting and generally sedentary requiring the physical effort associated with using a computer, but may involve walking or standing for brief periods of time.
- May be required to occasionally lift, carry, push, pull, or otherwise move objects up to 25 pounds.
- Occasionally may be required to walk throughout the yard or production environment to perform some aspect of assigned duties.

Salary:

We offer a very Competitive Base Salary, Comprehensive Benefit Package, Bonuses and ESOP. EOE M/V/F/D

- Interested applicants are asked to submit a resume and cover letter via email to:
mstarkson@epsbuildings.com
- The successful candidate's salary will be based on the candidate's relevant experience, education or /trainability and skills.