

**Reynolds Electric, Inc. is seeking an Estimator that enjoys working with an experienced team in a collaborative environment and is interested in exploring a career with Reynolds Electric, Inc.**

Reynolds Electric has been serving Lane County and the surrounding areas since 1980. We offer full services in Electrical for construction and residential customers alike.

We keep on growing because we only hire the best, and our customers love us for it. We've been at this a long time here in Eugene/Springfield. You've probably seen our trucks and our ads. What you don't know is what it's like to be a part of a team like this. How much you feel appreciated when you don't cut corners. How much you can earn when you truly are the best. People often come to us looking for a job. They stay with us because they find a fulfilling career, room to grow, and opportunities to excel.

The Estimator role is an integral role in our organization. They will work in collaboration with the Construction and Capital Teams in determining projects to pursue and prepare competitive bids. The Estimator will gather project information and details specific to the targeted project. They will work with vendors for project specific pricing and obtain quotes for additional scopes of work not performed by Reynolds Electric for a complete bid as required by project specifications. They will work in collaboration with Senior Management team for bid close out and final pricing. The Estimator will be part of the project hand off after the award of a successful bid to hand off to the Project Management team.

**Duties:**

- Monitor job boards and other postings to ensure all available jobs in our service area are known and evaluated for potential bid.
- Complete go-no go exercises for project bid opportunities
- Gather project specific data for bid preparation
- Evaluate specifications for project details and requirements
- Perform detailed project take offs from bid documents
- Utilize estimating software to accurately capture labor, materials, and assemblies specific to a project
- Utilize software and systems for storage of bid documents according to company policy and procedures
- Obtain materials and equipment quotes from multiple vendors
- Obtain sub-contractor quotes for additional scope of work not performed by REI
- Prepare estimate closeout review documents for final overhead evaluation
- Collaborate with Senior Team for final project closeout of bid
- Gather final bid results for historical data and evaluation
- Track and complete monthly scoreboard for project tracking and follow up
- Facilitate and participate in collaborative request for proposal processes.

#### Requirements:

- Associates or Bachelor's degree in construction management or related field, and/or 5+ years of electrical estimating experience.
- Strong verbal and written communication skills
- Attention to detail, strong organizational skills, and self-starter
- Experience in the following software: Blue Beam, Revit, Accubid
- Proficient in Microsoft Office Suite

#### Benefits

- Annual Salary of \$ 85k-100k
- Cell Phone stipend
- Starting with 80 hours of frontloaded PTO
- 8-10 Paid Holidays
- 401(k) with matching program
- Health insurance for the employee with option to add family, including dental, vision, and prescription drug coverage.

Reynolds Electric's foundation is based upon its core values of Family, Integrity, and Team. We strive each day to operate within these values. By doing so, our goal is to create an environment that makes REi a unique and positive experience for all its employees.

Our team works each and every day to preserve our reputation as being one of the most well-respected electrical contractors.

You're encouraged to contact us today to see if we may be a good fit for each other. Please email your resume to [Careers@reynoldselectric.com](mailto:Careers@reynoldselectric.com) or submit online at [ReynoldsElectric.com](http://ReynoldsElectric.com).