



JOB SPECIFICATION

Title – Aluminium Estimator

Reporting To – Product Support Manager

Role Description:

- Supporting customers with the Estimating and general design of our product range. These will include:
 - COMAR aluminium fenestration products.
 - AXIM door hardware
 - ALU-TIMBER composite doors, windows and curtain walling
 - DUCO ventilation and solar shading products
- External & internal customers Consultancy (architects, main contractors, engineers, specialist contractors). Supporting customers & Technical Team with:
 - Preparation of estimates based upon the tender documentation received, including detailed take offs using Genesis, Estimating Software (V6, Logikal or similar Estimating programmes).
 - Profile and System suitability calculations
 - CRM project logging
 - General project enquiries

Scope:

Ensure all procedures are met within the Role Description

Ensure close and effective working relationship with Product Support Manager, Technical Team and all other Departments

Skills Required:

Understanding of V6 Estimating Software, Logikal or equivalent estimating software

Experience in Aluminium or Facade estimating preferable

Able to work from Tender documents (Elevation, Plan, Section, NBS Specifications, BoQ's etc.)

Good telephone manner

Experience in Microsoft Office suite

Good Time Management

Self Motivator