

## Junior Estimator

- Two years' field experience
- Knowledge of the technical aspects of the electric industry
- Willingness to learn the computer systems associated with the electric industry
- Making phone calls to subcontractors to verify whether bidding
- Bid day phone calls for track down pricing
- Printing and organizing of quotes as they come in depending on job size
- Assisting with organizing bid day deliverables (charts, resumes, schedules, bonds, insurance, etc.)
- Attendance at pre-bid meetings and project site visits