



## **D. Suehiro Electric, Inc.**

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### **Job Posting – Electrical Estimator**

We are a local electrical contractor seeking candidates with an electrical background and previous construction experience to join our team. Candidate must have a great attitude and work ethic, as well as a desire to strive for the best. We offer outstanding benefits and opportunities for advancement. For consideration, please submit your resume to [info@dsehawaii.com](mailto:info@dsehawaii.com) with the phrase “Estimator” in the subject line.

**Position Title: Electrical Estimator**

**Location:** Honolulu, Hawaii

**Duration:** Full Time

**Salary:** Salary commensurate with training and experience.

#### **Responsibilities Include:**

- Review plans, specifications and other project related documents.
- Contact suppliers to request for quotations.
- Use estimating software to compile estimate preferred
- Review takeoff and suppliers’ quotations.
- Prepare proposals with thorough inclusions and exclusions for submission to general contractors
- Once awarded, meet with project team for a smooth transition.

#### **Education and Skill Qualifications:**

- Electrical background is preferred, but not required.
- Previous construction experience is preferred, but not required.
- Must have effective multi-tasking and organizational skills.
- Must have effective communication and interpersonal skills.
- Must have knowledge of Microsoft Excel, Outlook, Word, and Adobe Acrobat.
- Must have ability to read plans and specifications.
- Experience with construction estimating software is preferred.
- Experience with AutoCAD or similar drafting software is preferred but not required.

#### **Emphasis on:**

- Detail-orientated, accurate, organized
- Proactive and self-motivated
- Resourceful; problem solver
- Ability to effectively communicate with employees/business contacts daily
- Establish and maintain relationships with customers
- Work well with others – team player
- Able to manage multiple bids simultaneously
- Responsible and capable of meeting tight deadlines
- Able to prioritize effectively/efficiently

#### **Benefits Include:**

- Medical, Dental, 401K