



HVAC ESTIMATOR

2016

A career at Hydro-Flo has never been so **rewarding!** We are a **family owned** manufacturer's representative that embodies the work hard – play hard mentality. Hydro-Flo offers health/dental/vision **insurance, profit sharing & 401K** programs, yearly **Christmas bonus & vacation bonus!**

The **HVAC Estimator** position is an opportunity to become an industry expert for the HVAC/Plumbing Commercial market. Hydro-Flo will build on your engineering background by providing product & system **training**. You'll work as part of our Estimating Team to deliver cost competitive solutions to our customers, and be a **resource** for design engineers. You'll build professional & personal **relationships** that will last a lifetime. Every day brings a new set of challenges & opportunities!

Primary Job Duties

- Function as a part of the HVAC Estimating Team
 - Read plans & specifications to compile an informative & complete quotation for mechanical contractors & wholesalers.
 - Meet quotation deadlines as determined by customer.
 - Work with our manufacturers to provide specialized product quotes based on customer needs.
 - Provide equipment selections for engineers/contractors/wholesalers.
 - Assist Sales Team & Project Coordinator in job release process, as needed.

Secondary Job Duties

- Inside Sales
 - Providing expertise in all product lines
 - Assisting customers with equipment selection and system design
 - Assisting in parts calls for all equipment lines

Desired Skills:

Ideal candidate has engineering background, who is organized, capable of Multi-tasking and possesses strong communication skills (primarily phone/email, in-person a plus).

Proficient use of Microsoft Suite (Outlook, Excel, Word, Power Point).

