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WASECA, MN 56093-3925

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FAX (507) 835-1382

Corchran, Inc. a leader in contract metal fabrication has an immediate opening for a Sales Estimator. This is a fulltime, permanent position.

Work Days: Monday, Tuesday, Wednesday, Thursday and half days Friday.

Shift: First , hours per week: 40

Salary range: \$ 45,000.00 to 52,500.00 commensurate on experience.

Benefits: 401(k) ESOP (Employee Stock Ownership Program), dental insurance, health insurance, holidays, sick leave and vacation.

To apply for this position please contact Tom Westphal at [twestphal@corchran.com](mailto:twestphal@corchran.com) or fax your resume to 507-835-1382.

## **POSITION**

Sales Estimator

## **QUALIFICATIONS**

See attached Job Description for essential duties and responsibilities.

Additional desired skills and attributes:

A welding background with experience with metal fabrication estimating is preferred

Computer skills

Excellent communication skills—verbal & written, grammar & professionalism.

Strong math skills

Strong organizational skills

The ability to work with employees in all departments

The ability to read blueprints and specifications

Strong time management skills

Positive attitude

The ability and willingness to learn new skills and *Visual Manufacturing* software.

Must be detail oriented and have the ability to work in a fast paced environment

Willingness to work extended hours on an as-needed basis

**Corchran, Inc.  
Job Description**

**Job Title:** Sales Estimator

**Department:** Engineering

**Reports To:** Manufacturing Systems Manager

**Summary:**

Prepares cost estimates and price quotations on new work and coordinates the preparation and integration of cost estimates on project continuations. Ensures that the most economical and efficient methods are used as the basis for estimates. Participates in preparation for the negotiation of contracts by justifying cost data contained in the estimates.

**Essential Duties and Responsibilities**

1. Provides base cost figures for all quotations on products, projects or installations and assures the transmission of the basis for estimates to the appropriate personnel.
2. Works with manufacturing, engineering, purchasing, programming and customers as required to secure the necessary information for accurate quotations.
3. Reviews labor, profit and overhead rates to be used in proposal estimates.
4. Working from customer drawings and related information, determines the most economical manufacturing processes, methods, sequences, tooling, labor requirements and appropriate time values to ensure cost estimates.
5. Assists other departments on matters relating to the development of cost estimates to assure consideration of all pertinent facts.
6. Ensures accuracy of cost information prior to input in the computer.
7. Maintains files of estimating data and cost records.
8. Performs other assignments that fall within the scope of this job description or are assigned by their supervisor.

**Qualifications**

College degree in Industrial Engineering or equivalent training and a minimum of four years of practical experience in manufacturing and cost estimating. Must have a comprehensive knowledge of design, shop methods and engineering procedures.