

Junior Sales/Estimator – Hayward Office

For over 35 years, Cell-Crete Corporation has been an industry leader in lightweight cellular and self-leveling concrete. We are currently expanding our Bay Area operations and are looking for an experienced construction estimator/salesperson for our Hayward, CA office location. This position requires a blend of sales and estimating skills. We are looking for an applicant who is easy to talk to, outgoing and willing to spend much of the day talking to and meeting with general contractors, project managers and property developers.

Job Duties:

Creating estimates and submittals.

Reading and interpreting plans and specifications from architects.

Extensive client contact.

Ability to respond rapidly to changing environments and situations.

Tracking and meeting deadlines set by clients and managers.

Preparing cost statements at regular intervals for the duration of the project.

Skills:

Proficiency with Microsoft Office for Windows (Outlook, Word, and Excel) is required.

Excellent problem solving skills.

Strong customer service skills.

Ability to manage projects independently.

Good written, oral and reading communication skills.

Excellent interpersonal skills and the ability to interact with all levels of Personnel.

Education:

High school diploma or GED.

Course work in construction science or construction management preferred.

Equivalent combination of training and work experience of 3-5 years preferred.

Strong knowledge of construction methods.

This is a great opportunity to join a growing company that offers competitive pay, a team- oriented atmosphere and great health benefits.

If you are interested in applying, send your resume and contact information to:

Put the job position on Subject line.

HR,

HR@Cell-Crete.com