

PRE-CAST DESIGNER/ESTIMATOR

JOB OVERVIEW

Floorspan Contracts Ltd. manufactures and installs pre-cast concrete floor beams, planks and stairs from its base in Wisbech.

The P.C. Designer/Estimator will be required to prepare designs and estimates from customer's drawings for pre-cast components (specifically stairs) using CAD and for floor layouts using a bespoke software design package.

A sound knowledge of construction detailing and structural design principles will be required as well as a strong commercial awareness, necessary to undertake pricing in a competitive environment. The maintenance of the contract file is essential and a commitment to this linked to a reasonable administrative ability is important.

The post holder will have to engage with contractors and customers both during the estimating and construction process and therefore a clear and friendly telephone manner with the ability to communicate clearly is essential. Some visits to site to undertake measured surveys etc. may be necessary.

It is envisaged that an individual with previous professional/technical training and experience in the construction industry will be most suitable although experience of beam and block design is not essential.

The post will be part of a small, friendly, informal team in a busy office. Your ability to integrate well with colleagues is essential.



JOB DESCRIPTION FOR DESIGNER/ESTIMATOR
REPORT TO: OPERATIONS MANAGER (OFFICE AND SITE SERVICES)

PRIMARY DUTIES

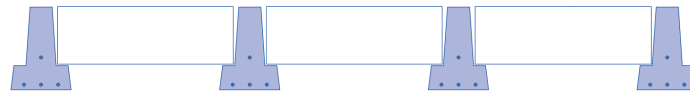
1. Prepare drawings and calculations for pc components specifically stairs using a CAD package.
2. Prepare quotations from information supplied by customers using the Winfloor Computer Software package.
3. Liaise with customers/Architects/Engineers etc. regarding technical and practical issues relative to enquiries and orders.
4. Liaise with and offer assistance/guidance to production staff engaged in the manufacture of pc components on practical and technical issues of quality and design.
5. Follow up quotations to ascertain success / failure
6. To take orders either by post, phone or other means and enter them into the system in accordance with office procedure.
7. Visit site to carry out surveys.

SECONDARY DUTIES

9. Maintain an awareness of technical developments in the industry and contribute to their evaluation / consideration within Floorspan.
10. Provide cover for other appropriate positions during periods of absence or when Workload demands.
11. Assist with the gathering of 'intelligence' on competitor activity and pricing strategies.
12. Assist with marketing and sales initiatives

GENERAL

Other duties consistent with the position, to ensure the maximum efficiency, effectiveness and profitability of the operation.



FLOORSPAN CONTRACTS

DESIGNER/ESTIMATOR – KEY SKILLS AND ABILITIES

SKILLS	ESSENTIAL	<u>DESIRABLE</u>
Computer literate - CAD	√	
- Excel/spreadsheets	√	
- Word	√	
Sound construction knowledge	√	
Accurate and diligent record keeping	√	
Knowledge of basic structural considerations	√	
Knowledge of advanced structural considerations		√
 <u>ABILITIES</u>		
Able to read plans	√	
Able to converse with Architects Builders etc. on a technical level to offer solutions and solve problems.	√	
Able to prepare (basic) structural calculations for bespoke concrete products		√
 <u>EXPERIENCE</u>		
Of CAD	√	
Of the Construction Industry	√	
Of Technical design/detailing	√	
Of pricing construction works in a competitive environment	√	
Of the pre-cast concrete industry		√