

<b>Job ID:</b>	320DJ
Job Title:	Sign Estimator
Degree Requirements:	Bachelor's degree preferred but not required
Years of Experience:	Minimum of two years related experience
Type of Position:	Direct Hire
Location:	Metro Atlanta
Salary Range:	TBD
Travel Required:	Minimal

We are searching for a Sign Estimator that has previous experience in the sign manufacturing industry. This position will generate cost estimating of standard and custom signs architectural products. The Sign Estimator will analyze blueprints, drawings, Specifications, bid request, proposals, and other documents to prepare time and cost sheets, and labor estimates for products and projects.

**MUST HAVE REQUIREMENTS** for this position are:

- \* Bachelor's degree, or a minimum of two years of related experience, or equivalent combination of education and experience
- \* Have knowledge of Epicor Accounting Software, SharePoint-DeNet Database Software, CorelDraw Design Software, Microsoft Excel and Word application software
- \* Experience identifying and tracking cost trends

The **RESPONSIBILITIES** of this position include but are not limited to:

- \* Review bid requests and project drawings
- \* Determine material and labor needed to complete assignment
- \* Review information with team to ensure accuracy
- \* Prepare itemized methods of manufacturing
- \* Update management as needed to ensure the costs, planning, and organization of projects meet company requirements
- \* Conduct studies for continuous improvement and cost reduction programs
- \* Use cost effective management procedures to select vendors and subcontractors
- \* Effectively communicate with team members to obtain support and commitment to the cost estimates
- \* Work with master database
- \* Identify and track cost trends

If you meet these requirements and wish to be considered for this position, send your résumé to us in a Word document at [Resumes AT PinnaclePlacementGroup.com](http://ResumesATPinnaclePlacementGroup.com) mentioning the **Job ID** and the **Job Title** in the subject line of your email.

**In your email or cover letter, please provide us a short narrative detailing your experience and expertise as it applies to this position. Also, please provide us with your *MINIMUM* salary requirements.**

**KEY WORDS:**

Sign estimator, CAD, spreadsheet, production drawing, blueprints, sign manufacturing, banners, billboards, murals, street signs, digital displays, electronic displays, Wagner Electric Sign Company, Daktronics, Stewart Signs, EBSCO Industries, alphagraphics, watchfire signs, CorelDraw, SharePoint-DeNet Database, Epicor Accounting, Excel, Word, bid sheets, bid request, time management, cost reduction