



INSULATION INC.

## **Industrial Insulation & Scaffolding Estimator**

### **This position is Entry Level**

ATI, Inc. is an Industrial Insulation, Scaffolding and Coatings Contractor, primarily working in the Industrial Construction Industry. ATI, Inc. started in 2001 and now has multiple locations. We offer competitive pay and a full benefits package. **The successful candidate will be located at our Grand Junction, Colorado location.**

**This Position is an Entry Level position and does not require experience in Industrial Insulation or Scaffolding. We will train the right candidate. This is a 100% office position and will assist with project management but does not manage the projects.**

### **Responsibilities:**

- Prepare cost estimates for Industrial Insulation & Scaffolding Projects.
- Responsible for the RFQ communication with the client. Q&A's, RFI's, Addendums, PO's, Work Directives. First line of contact.
- Gathering and sorting of all drawings and information. P&ID's, Plan Drawings, ISO Drawings, 3D Files, Equipment Drawings, BOM, Line List, Scope, Specifications, Schedules and others.
- Create project take-off and production list for Equipment & Mechanical Systems.
- Create an Insulation Estimate and Reports.
- Use of the MIKE estimating system.
- Create the full proposal for review.
- Submit the approved proposals to the client.
- Abide to all company Processes and Procedures.
- Creating Schedules: Project Milestone, Man Power, Invoicing and others.

### **Minimum Qualifications:**

- Associates or Bachelor Degree in Construction Management, Engineering or similar.
- Preferred 1 year experience in construction estimating office.
- Preferred previous experience reading construction drawings.
- Computer proficient. Programs used are WORD, Excel, MIKE Estimating, Navisworks and other general programs.
- Strong writing and communication skills.

### **Key Competencies**

- Knowledge of construction estimating processes, means and methods



- Planning and organizing
- Excellent Time Management Skills
- Communication
- Problem analysis and problem solving
- Judgment
- Decision-making
- Adaptability
- Teamwork
- Negotiation skills
- Confidentiality

**Hours:** Full Time. Typical work week is Monday – Friday 8AM to 5PM. Occasional overtime depending on work demand. We are willing to work the right college student part time until May, 2021 Graduation, if needed.

**Start Date:** January, 2021

**Wage:** \$20.00 an hour - \$25.00 an hour DOE & Education

### **Supervisory Responsibility**

The position does not have any supervisory responsibilities.

### **Work Environment**

This job operates in a professional office environment. This role routinely uses standard office equipment.

### **Company benefits include:**

- Medical
- Dental
- Vision
- Paid Holidays
- 401K

ATI offers competitive pay and a full benefits package. ATI, Inc. takes great pride in all of our projects and services. Our team of professionals is committed to the satisfaction of our clients. We have been around for 19 years with key employees who have a lifetime of experience.

ATI Services:

- Industrial Insulation
- Removable Insulation Covers



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- Heat Tracing
- Certified Energy Appraisals
- Scaffolding
- Blasting, Paintings and Coatings

**EEO Statement:**

ATI, Inc. provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, ATI, Inc. complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.