
Electrical Estimator Resume

Job Objective

In search of Electrical Estimator position where I can put my energetic personality and unique skills to work for the good of company.

Highlights of Qualifications:

- Good experience in electrical estimating and project management
 - Advanced knowledge of assigned discipline, estimating techniques and cost control
 - Strong knowledge of electrical blue print reading
 - Good understanding of electrical systems, NEC, and electrical construction
 - Proficiency in using electrical estimating software and Microsoft Office
 - Ability to review final estimate packages for accuracy and completeness
 - Ability to negotiate internal issues, priorities, and deadlines
 - Ability to perform take-offs and estimates from electrical drawings
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Professional Experience:

Electrical Estimator, August 2005 – Present
Power Desing. Inc., San Diego, CA

- Reviewed proposal specifications and drawings to determine scope of work and required contents of estimate.
- Prepared estimates by calculating complete takeoff of scope of work.
- Ensured maintenance of files and documents as back-up for estimate figures, including current (accurate) information on prices from suppliers through direct contact, sales brochures, price lists.
- Assisted in identifying qualified suppliers and subcontractors and soliciting quotes.
- Reviewed quotes for completeness with plans & specs.
- Recommended best solution based on cost, engineering quality, and availability of materials.
- Monitored and streamlined scope inclusions, exclusions, & clarifications for estimates.

Electrical Estimator, May 2000 – July 2005
Alliance Solutions Group, San Diego, CA

- Ensured project milestones and deliverable dates are being met.
 - Assessed material specifications, assemblies, design implications, and phasing of work.
 - Prepared bill of material and task tracking schedule for all electrical assemblies.
 - Coordinated with Project Management to determine labor strategies.
 - Analyzed industry specific updates.
 - Ensured compliance of all relevant codes.
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Education:

Bachelor's Degree in Electrical Engineering, Southern New Hampshire University, Colchester, VT

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