



JOB TITLE: Estimator

Location: Whangarei **Date:** 2024

Reports to: Rhys Farrand and Will Williams

Purpose: To assess and analyse project requirements to provide accurate and competitive cost estimates.

ROLE SUMMARY:

Having started providing electrotechnology services in 1936, McKay is a historic New Zealand electrical company with a depth of experience in providing end to end electrical solutions for a wide range of industries and sectors. McKay is the parent brand and has acquired and started a range of companies under the McKay Group name in order to serve all electrical needs.

As a Senior Estimator at McKay Electrical Ltd., you will play a crucial role in our organisation by assessing and analysing project requirements with a view to providing accurate and competitive cost estimates. You will be heavily involved in the pre-construction phase, collaborating with project managers, engineers, and clients to ensure the successful execution of electrical projects. Your expertise will contribute to the overall profitability and success of the organisation.

RESPONSIBILITIES:

1. **Project Assessment:**

- Review and analyse project specifications, drawings, and other documents to understand the scope and requirements.
- Conduct site visits and collaborate with project stakeholders to gather relevant information for accurate estimations.

2. **Cost Estimation:**

- Prepare detailed and accurate cost estimates for electrical projects, including materials, labour, equipment, and overhead costs.
- Utilise industry-specific software and tools to enhance the accuracy and efficiency of the estimation process.
- Stay updated on market trends, pricing, and industry developments to ensure competitiveness.

3. **Bid Preparation:**

- Develop comprehensive bid proposals, ensuring compliance with project specifications and client requirements.
- Collaborate with the business development team to prepare persuasive proposals that highlight the company's strengths and capabilities.

4. **Risk Assessment:**

- Identify potential risks and uncertainties associated with project execution and incorporate contingency plans into cost estimates.
- Work closely with project managers and other stakeholders to assess and mitigate risks during the pre-construction phase.

5. **Collaboration:**

- Liaise with internal teams, subcontractors, suppliers, and clients to gather information and ensure accurate estimation.
- Foster positive relationships with key stakeholders and participate in pre-bid meetings and negotiations.

6. **Value Engineering:**

- Evaluate alternative materials and methods to optimise project costs without compromising quality or safety.

- Provide value engineering suggestions to enhance the overall value proposition for clients.

7. Documentation and Reporting:

- Maintain detailed records of project estimates, assumptions, and methodologies.
- Generate regular reports for management, highlighting key cost drivers, potential risks, and opportunities.

8. Continuous Improvement:

- Stay abreast of industry best practices and advancements in estimating techniques.
- Provide feedback to enhance internal processes and contribute to the continuous improvement of the estimating department.

QUALIFICATIONS & KNOWLEDGE:

- Proven experience as an electrical estimator or in a similar role within the electrical industry.
- Bachelor's degree in electrical engineering, construction management, or a related field, desirable though not essential.


ROLE PROFILE:

As a Senior Estimator at McKay Electrical Ltd., you must hold the following capabilities;

- Strong understanding of electrical systems, codes, and standards.
- Proficiency in estimation software and Microsoft Office Suite.
- Excellent analytical and mathematical skills.
- Effective communication and negotiation skills.
- Ability to work independently and as part of a collaborative team.

McKay GUIDING VALUES:

RESPECT



SAFE, FUN, RESPONSIBLE

We respect our staff by creating a safe, fun, and socially responsible organisation

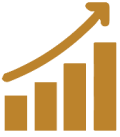
INTEGRITY

We respect each other and our customers by operating with integrity and we are proud of everything we do. We are prepared to drop bad customers or say no thanks to further work from them

FAIR RETURN

We respect our stakeholders by producing a fair return through our high-quality work and leading edge products

DRIVE




BIAS FOR ACTION

We are a team of doers. When faced with uncertainty, we make our best decision and press forward. Our deadlines are real, and our actions must be timely

ENERGY

We attack our work with energy and persistence

INNOVATION



DESIGN EXCELLENCE

We are globally recognized for our foresight and for the design excellence of our electrotechnology products and services

ANTICIPATE FUTURE NEEDS

We not only respond to our customers' current needs but also anticipate and innovate to meet their future needs

REVIEWED BY:	Rhys Farrand and Will Williams	DATE:	May, 2024
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Last updated by:	Rachael Dennis, People and Culture Business Partner	Date/Time:	May, 2024
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