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NJ Home Improvement License #13VH02569300
NJ Public Works Contractor Registration #64644
NJ DEP/Solid Waste Transporter #00990
NJ Casino Control License #65948
Philadelphia Business License #434471
NJ DEP UG Storage Tank License #0010807
NJ Business Registration Certificate #0483775

Plumbing*Heating*Cooling*Refrigeration*Drain Cleaning*Construction Management*Energy Conservation

**PROJECT MANAGER / ESTIMATOR
COMMERCIAL & RESIDENTIAL HVAC, PLUMBING, MECHANICAL SYSTEMS & CONSTRUCTION
JOB DESCRIPTION**

GE Mechanical is a leading full-service mechanical contractor, headquartered in Vineland, NJ and serves all of South and parts of Central New Jersey. For over 33 years, GE Mechanical has provided a full range of refrigeration, HVAC, plumbing, drain cleaning, and environmental services to commercial, industrial and residential customers. GE Mechanical provides 24/7/365 maintenance and repair services as well as system design and installation, and is a trusted partner of its customers for all of their mechanical systems' needs.

GE Mechanical has continued to grow its business over the past several years and is currently looking for an experienced and motivated Estimator/Project Manager to help us continue to grow. This position will provide high earning potential while also offering career advancement opportunities.

***** Responsibilities *****

- Cost estimating for commercial and residential HVAC, plumbing, mechanical systems & construction
- Determining competitive and accurate estimates to achieve margin and financial targets
- Organizes and manages centralized cost estimating models to ensure current and strategic pricing data is used during proposal development
- Work closely with existing PM's for estimating activities and business development opportunities
- Interface with service technicians to ensure projects are delivered per estimates, as well as guiding technicians to provide necessary information to complete estimates when a site visit is not feasible
- Consistently refining estimating formulas
- Prepare and maintain marketing/promotional materials and marketing campaigns
- Generating leads and new customers through mailing and calling efforts

***** Qualifications *****

- 2-5 years of experience with HVAC and Plumbing equipment & construction estimates
- Possess skill and understanding in conceptual estimating
- Proven project estimating and/or project management success
- Ability to collaborate across functions to manage cost and price factors influencing customer acquisition, retention and revenue
- Excellent verbal, written and communication skills
- Advanced knowledge of estimating strategies and techniques
- Knowledge of estimating software programs and EXCEL
- Professional, ethical, and a team player willing to grow with the company



***** Rewarding Your Performance *****

- Company paid vacation and holidays
- Commission and company bonus available based on performance
- Company health care benefits
- 401k plan with Company match
- Auto and Home Owner's insurance benefits with NJM
- Company paid life insurance
- Education and training provided with monetary incentives available for completed education courses
- Company truck provided or mileage paid for travel to customers/prospects

Salary Range: \$50,000 - \$100,000 Base (Depending on Experience) + Commission/Bonus Opportunity.

