



Energy Panel Structures, Inc.

CONSTRUCTION ACCOUNT MANAGER / ESTIMATOR

Energy Panel Structures, Inc. (EPS), is an industry leader in commercial and residential construction with headquarters in Graettinger, IA, and locations in Perryville, MO, Geneva, NY, and Urbandale, IA. EPS is 100% Employee-Owned and offers outstanding employee benefits including a 401K and an Employee Stock Ownership Plan.

As a **Construction Account Manager/Estimator**, the candidate will focus on supporting the sales team by estimating quantities of building materials needed to complete commercial buildings projects. An ideal candidate is interested in producing high quality, detailed work based on established standards, guidelines and procedures. They must have strong oral and written communication skills; be self-motivated with the ability to work independently or as part of a team. They must be highly organized with attention to detail and be able to perform critical thinking and problem solving.

RESPONSIBILITIES AND DUTIES

- Correspond with EPS District Sales Managers and EPS Dealers.
- Assist Dealers with take-offs and estimates.
- Quote projects, including soliciting bids from Sub Contractors.
- Develop pricing and scopes of work on commercial and public bid jobs.
- Assist with organizing and creating EPS Dealer information packets.
- Assist with the planning and presentation of EPS Dealer and Contractor training schools.
- Coordination of building orders, delivery and general service.
- Understand and observe all company safety policies and procedures.
- Perform other duties as assigned.

EDUCATION AND QUALIFICATIONS:

REQUIRED

- Knowledge of general construction practices and procedures along with code requirements.
- Ability to read construction drawings, specifications and special estimating as needed.

PREFERRED

- 2-year Technical school or a degree in Construction Management or equivalent experience.
- Knowledge of AutoCAD or related CAD drafting software.
- Knowledge of Microsoft Excel, Word, & Outlook.

EPS is a Drug Free Workplace. Applicants must be willing to undergo pre-employment drug and background screening. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.

To apply via email, please send your resume and cover letter to careers@epsbuildings.com.