



Estimating/Sales/Project Manager

Marco Specialty Steel, Inc is a family owned and operated steel distribution and fabrication Company located near Hobby Airport in Houston Texas. Since 1991 our goal has been to provide the best, customer focused service in the metals industry to all customers, whether your requirement is large or small. We set high standards, and we abide by them as we practice business fairly and behave ethically. We share our expectations with each other and strive to maintain a workplace built on mutual values, trust and goodwill. In short, we expect excellence, and reward hard work and loyalty.

We are looking to add an experienced Structural Steel/Miscellaneous Metals Estimator to our team. The Sales/Estimating position is responsible to read and interpret job bid instructions, detailed specifications, prepare a "take off" of materials included in the job, estimate all necessary labor, materials, buyout items, equipment costs to prepare a thorough price estimate.

- Prepare comprehensive estimates for fabrication and/or installation for a variety of structural steel and miscellaneous metals projects.
- Prepare detailed material take-offs, estimates, and proposals in accordance with the project requirements and required scope of work utilizing design drawings, specifications, and other associated documents.
- Compose scope and bid letters and complete required bid forms, including all general and specific terms, conditions, inclusions, exclusions, and clarifications as needed.
- Follow-up with contractors and clients to obtain bid results.
- Ability to follow complex orders/projects through the many processes in critical. This requires a high level of organization.
- Familiarity with bar grating fabrication, platforms, handrails, and architectural metals is a plus.

Minimum Qualifications:

- Minimum of 5 years of successful and verifiable experience estimating structural and miscellaneous steel and competitively bidding on a variety of public works, commercial, educational, medical, military, manufacturing, and other types of projects in a professional environment.
- An understanding of construction industry practices, processes, and standards including purchasing, fabrication and erection.
- Experience with general contractor and construction manager customers, and have the ability to resolve customer issues to a satisfactory conclusion.
- Must have basic computer skills such as Outlook, Word and Excel.

Benefits: In exchange for your hard work and dedication, we offer a compensation package that includes excellent pay, including base salary, bonuses, retirement plan, paid health benefits and a friendly casual work environment in our convenient South Houston location. If you want to be a part of our continued success and growth respond with a cover letter, resume and salary history.

Please email your resume and cover letter that includes salary requirements, sales history, and why you're the right person for our Company.