

Graduate Sales & Project Estimator**Location:** Derby Head Office.**Hours:** Mon-Thur 8.00am to 5.00pm, Fri 8.00am to 2.30pm, with half hour unpaid break**Salary:** Competitive Salary**About The Company**

Robinson Structures Ltd is a Steel Construction Specialist who provides 'concept to completion' build projects to the Agricultural, Commercial and Industrial sectors. The company is a family business which has grown into one of the most recognised names within the steel industry.

This is an exciting opportunity for an ambitious and driven Graduate wanting to join our busy Sales & Estimating Department. You will have just completed a construction-related degree, such as Structural/Civil Engineering and have an interest in pursuing a career in the Structural steel industry. The successful candidate will work closely within a small team and follow a planned development programme covering both disciplines of sales and estimating, to widen your experience.

What they are looking for:

- An excellent organiser with proven time management skills.
- Excellent communication skill, both written and verbally
- Confident IT skills who is proficient in the use of MS office.
- High attention to detail, with strong numerical and analytical skills.
- A passionate, organised, natural negotiator who is willing to grow with the business.

What you will be doing:

- Commence on a 12-month development programme with an initial focus on our Sales Enquiry Log and building up a picture of our customer base, through tracking and analysing both sales enquiries and actual sales.
- Manage the enquiry "book in" process, ensuring all tender information is on the system.
- Follow through initial enquiries through effective communication with the potential client, prioritising our identified target market sectors (Tier 1)
- Work with the Marketing Coordinator, to ensure that we are maximising our sales potential.
- The programme will focus on supporting the Software developers to fully utilise our in-house Strumis software system to meet its full potential to aid the sales department. ie ensuring accurate costs of labour for cost estimation.
- Work towards developing your skills as an Estimator, where you will work out how much it costs to supply a project to a client, estimating time, money, materials and labour required to manufacture the build.
- As an Estimator, you will prepare estimates/bids with the necessary level of detail for all design stages, ensuring accuracy and completeness.
- Assist with maintaining the estimating cost database to ensure costs are up to date.
- Be guided and mentored by the Commercial Manager and Senior Project Estimators, as you grow with the business.

To apply

Please submit your CV and a Cover letter through the career hub stating why you are interested in the role. The advert can also be found on www.Robinsons.com under the Careers section.