

Job Title – Sales Estimator (Full-Time)**Description:**

RoofScreen Manufacturing, Inc. has an open position for a Sales Estimator. The company is headquartered in Santa Cruz and has more than 20 years of experience in engineering and fabricating commercial rooftop products for customers across the continent. We're a tight-knit group that likes to have fun so make sure to bring your sense of humor! Must love dogs. We encourage you to visit www.roofscreen.com for more information about our company.

For the sales estimator position, construction experience is helpful, but not necessary. We are willing to train and have had great success filling this role with individuals who have not had previous experience but have the ability and willingness to learn. We are searching for bright, inquisitive, and motivated individuals who are looking for a good professional home in Santa Cruz.

Key Responsibilities include but are not limited to:

- Analyze blueprints, specifications, proposals, and other documentation.
- Collaborate with architects, engineers, and clients to define project scope and requirements.
- Prepare material quotes.
- Maintain accurate records of sales activities using CRM software.
- Track and maintain sales pipeline.
- Monitor project progress and update cost estimates as needed.
- Participate in bid review meetings and assist in proposal development.
- Achieve or exceed quarterly sales targets.
- Collaborate with the sales team to provide sales support outside of individual pipeline.

Ideal Candidates will have:

- Strong analytical, mathematical, and organizational skills.
- Ability to multi-task.
- Self-motivated with a strong work ethic.
- High level of attention to detail.
- Proficiency in Windows, MS Office, Excel, and Adobe Acrobat.
- Comfort with phone calls, in-person meetings, and virtual meetings.
- Excellent communication, negotiation, and interpersonal skills.
- Willingness to be a team player.
- Construction experience is helpful but not required.
- A university or college degree is desirable but not required.

Please note this position is not eligible for remote work.

Compensation: \$60,000 base salary plus commissions

Benefits include but are not limited to:

- Full-time position
- Medical and dental
- Paid vacation, holidays and sick days
- 401K with matching contributions

Download an application for the above position [here](#).

Please complete and email the application above along with your resume and cover letter to info@roofscreen.com