



Position: Low Voltage Project Manager/Estimator- Eau Claire Office

About the Company

B&B Electric Inc. is Western Wisconsin's largest electrical contractor with three offices located in Eau Claire, Hudson and Holmen. We are committed to recruiting and retaining the best talent. We offer a competitive compensation package and a business culture which rewards performance.

About the Job

This individual will be accountable for preparing electrical cost estimates for low voltage projects and provide technical support to the construction team to ensure that projects are completed efficiently, accurately, and appropriately.

Preferred Qualifications: experience in low voltage wiring systems including, instrument wiring, network wiring, cable, telephone wiring, data connections and speaker systems.

Desired Skills:

- Excellent interpersonal and communication skills.
- Time management.
- Excellent computer and organizational skill.
- Experience with bidding software.

Responsibilities Include:

- Consulting with client's, personnel and other departments or construction supervision to discuss and formulate estimates.
- Analyze blueprints, construction drawings and other documentation to prepare time, cost, materials and labor estimates.
- Plan and coordinate project scheduling, budgeting and administrative tasks.
- Keep Management informed regarding the progress of all project coordination activities.
- Manage the process of material requisitions and purchase/job orders.

*****Email resumes to bbelec@b-belectricinc.com. Or apply online: <https://www.bandbelectric.com/employment/online-application/>**