

Junior ESTIMATOR & SALES SUPPORT

Full-Time Employee
Markham, Ontario

Nature of Business: Engineering, Construction, maintenance, project management, commercial and light industrial, HVAC and mechanical systems

Date Posted: May 2018

Job Description

We are looking for a highly motivated mechanically inclined individual who is interested to continuously learn and appreciate being part of a team that has served many prestigious customers with repeated business for many years.

The candidate will work with existing team members in the estimation and project management of a wide range of HVAC and mechanical projects. Ultimately working towards being assigned certain projects to estimate and manage from start to finish with the aid of all the other departments in the company.

Responsibilities includes:

- Estimating—Parts commercial and light industrial HVAC and mechanical systems
- Follow-up – outstanding quotations, parts availability
- Quotation for Service and repair both verbally and written
- Service & sales support - trouble-shooting, warranty calls

Job Requirements

- Attention to detail
- Ability to work in a team environment
- Professional telephone etiquette
- Drive to learn
- Clean abstract
- Experience in the HVAC industry preferred
- HVAC CAD design and experience in Project Management not required but considered an asset

We offer a competitive salary as well as a highly competitive benefit package including a pension plan. If you are looking for a challenging position and wish to explore a long-term career opportunity, please submit your resume to opportunities@sigmechanical.com to confidentially apply this position.

Only resumes of candidates under consideration will be acknowledged. We are an equal opportunity employer.