



## MEICA Sales & Tendering Engineer

**Location:** Newry Head Office  
**Accountable To:** Sales Manager  
**Benefits:** Competitive Package Dependent on Experience

Due to continued growth we wish to recruit an experienced and professional individual to join our Engineering Sales Team to enable continued expansion into existing and new markets. Based at our Head Office in Newry, this is an excellent opportunity for the right person to develop their career into a key role for a progressive Water/Wastewater MEICA Engineering Company.

### Key Responsibilities

The MEICA Sales & Tendering Engineer (Estimating) role is to provide accurate cost estimates and supporting technical information submitting bids to the Client. The role will focus on pricing new and upgrade works for our clients in the water industry dealing with foul, storm & water pumping stations, water/wastewater treatment plants, SUDS & flood alleviation solutions equipment. Projects to be priced range from small scale up to multi-million-pound schemes. This will include the following responsibilities:

- Understanding client specifications and drawings and documentation required for formal submissions
- Manage incoming sales calls and enquires
- Completion & submission of PQQ/tender documentation
- Developing activity schedules
- Compiling and collating documentation, schedules and data sheets etc. for inclusion into final formal proposal submissions (both commercial and technical)
- Preparing material, labour, plant and subcontractor cost analysis spreadsheets
- Preparing preliminary programmes
- Attending internal and external review and progress meetings
- Attending site visits and client meetings
- Co-ordination and liaison with suppliers, specialist sub-contractors and 'in-house' resources
- Considering site safety, health and environmental issues





- Ensure a smooth handover of the project to the contracts team
- Attend regular internal sales meetings
- Review & report tender performance on an ongoing basis

### Additional Responsibilities

On top of the initial estimating role there will be additional responsibilities depending on experience including:

- Joining the companies IMS (Integrated Management Team) to ensure continued compliance with our ISO 9001, ISO 14001 and OHSAS 18001 management Standards
- Act as a “New Business Development Manager” actively seeking potential clients and leads throughout the island of Ireland
- Assisting preparation for large framework submissions

### Skills Required

- Degree qualified/3rd level qualification in and Engineering/Surveying or Equivalent
- Ideally 3-6 years previous experience in sales as a QS/Estimator (or project management role) preferably with a MEICA Contractor in the Water/Wastewater Industry
- Good organisation, communication, negotiating and analytical skills
- IT literate with a sound knowledge of Microsoft Office packages
- Experience in using a CRM Software Package
- Experience of pricing or project managing a variety of projects in the Water/Wastewater Industry
- Ability to read and accurately interpret drawings and technical specifications
- Knowledge of ISO 9001, ISO 14001 and OHSAS 18001 management standards an advantage
- Capacity to manage and prioritise a high volume of work that requires completion within tight timeframes to meet the demands of the contract and the timely completion of multiple concurrent tenders with a fast turnaround

*If Interested, please forward your CV to [david@fmenvironmental.com](mailto:david@fmenvironmental.com)*

*Closing Date 31<sup>st</sup> January 2018*