

## Estimator

We are currently looking for an Estimator to join our busy Purchasing team in Cross Hills. This role comprises a variety of duties working with our supply chain on material enquiries. Working closely with the sales and design teams you will need a good attention to detail and a background in an engineering or manufacturing environment.

Being the first point of contact for material quotes, this role requires high levels of organisation and accuracy. You will be able to confidently prioritise your workload with limited supervision and use your initiative to escalate to senior colleagues for information and guidance.

**Salary: £25,000 to £30,000**

**Hours of Work:** 36½ hours a week with flexitime available and an early finish on Friday.

**Location:** Cross Hills, this is an office-based position.

### Estimator Duties:

- Creation and maintenance of costing sheets.
- Requesting and following up of supplier enquiries, reviewing and benchmarking quotes to ensure correct specification/on cost quotes are available.
- Ensuring high levels of attention to detail while collecting complex Bill of Material pricing.
- Working to tight deadlines to ensure quotes are available in line with required customer submission dates.
- Purchasing tasks, including supplier enquiries, following up and benchmarking quotes, raising purchase orders and general administration duties as required.
- Continuous improvement of supplier quality and OTIF performance through effective SRM.
- Liaise with colleagues across all departments and the supply chain to assist in the development of new products from a procurement perspective, project managing and conducting any new purchasing activities.
- Assist others in the purchasing department if workload demand requires it and at times of holidays and sickness.

### Estimator Requirements:

- Experience within the Engineering and/or Manufacturing industry
- Excellent communication and negotiation skills across different levels and disciplines
- Good attention to detail, numerate and literate.
- Drive and motivation to see projects to completion.
- Computer literate in Microsoft packages, and ERP systems
- Ability to work alone and prioritise tasks as well as working within a team.
- Flexibility to embrace change and changing working requirements.
- You will need to undergo UK Baseline Personnel Security Standard checks.

### Estimator Benefits:

- Salary between £25,000 - £30,000 per annum depending on experience
- Holiday Entitlement: 33 Days including bank holidays.
- Pension Scheme: 8% Combined contribution (4% matched).

- Working Hours: 36½ hours per week Monday to Friday, with a flexi time system and an early finish on Friday
- Paid sick leave, after 6 months
- Free onsite parking
- Employee assistance programme with access to counsellors
- Death in Service scheme, 3 times salary
- Cycle to Work scheme and onsite shower facilities
- Employee referral scheme that pays a £1,000 bonus every time
- Dress Down Fridays
- Professional development to help you achieve your personal goals
- Free annual sight test
- Company wide shut down at Christmas

### **About Us:**

Brooksbank Valves are an innovative, family-owned company manufacturing high quality valves for the marine defence and oil and gas markets. Established 70 years ago, the company is a UK leading manufacturer in their field and prides itself on excellence, innovation, accountability and safety. Accredited to ISO9001:2015 standard, this helpful company is now looking to expand its workforce thanks to a full order book supporting and supplying several UK strategic at sea deterrent build programmes.

**PLEASE APPLY IN WRITING WITH CV AND COVERING LETTER STATING YOUR SALARY**  
**via** email to [jobs@brooksbank.co.uk](mailto:jobs@brooksbank.co.uk)

**NO AGENCIES**