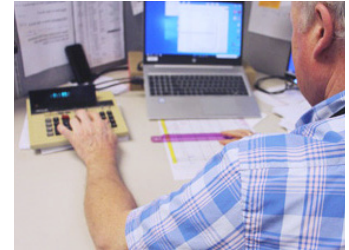


ESTIMATOR/COST ANALYST

JOB DESCRIPTION:

Richmond based Manufacturer looking for an Estimator/Cost Analyst to become an integral part of the team. The individual should possess strong communication, analytical, and technology skills. The company is currently implementing an Enterprise Resource Planning (ERP) system and this position will play a key role in the transition.



REQUIREMENTS:

- Must be a U.S. citizen
- Candidate must have 1 year of experience in estimating, job shop environment
- Bachelor's degree in business or related discipline
- Advanced computer skills of MS Office and Enterprise Resource Planning (ERP) software, specific knowledge of Global Shop Solutions a plus
- Strong verbal and written communication skills
- Maintain confidential company data



RESPONSIBILITIES:

- Track, analyze project costs, and prepare weekly project status reports
- Develop, track, and update cost standards for materials and labor
- Analyze manufacturing operations, equipment availability, and utilization to assist in scheduling
- Evaluate inventory levels and lead times to assist scheduling
- Interact with sales, engineering, and production departments to estimate cost and lead times of proposed projects
- The position will continuously improve systems, procedures, and initiate corrective actions
- Maintain and distribute key performance metrics

BENEFITS OF WORKING @ PS&C:

PS&C offers the opportunity to carve out your own professional destiny! We facilitate enhancement of one's skill set, while providing the structure to strengthen your talents and diversity within yourself, as well as our product lines. As a valued team member, we recognize that everyone is essential to success. Each employee's individual talents are utilized.

- Company is Employee Owned and is looking for Associates with long-term expectations
- E. O. E.: drug and smoke free environment; criminal background checks included
- Bonus, 401k and Company Stock Ownership
- Health and Dental coverage
- Paid Vacations, Personal Time, and Holidays

