



## Job Description

### Electrical Preconstruction Manager

#### **Integrity. Skill. Imagination. Customer Centricity.**

At Merit Electric, these aren't slogans, they are the foundation of how we operate. We hire people who live these values and want to wire a better future for themselves, their teams, and our clients. We look for individuals who not only bring skill and professionalism, but who take ownership of outcomes and help drive the success of the entire team. Sound like you? We'd love to meet you

#### **Position Summary**

The Electrical Preconstruction Manager leads the estimating function within the Construction department ensuring all bids align with profitability targets, compliance standards, and the company's strategic vision. This role requires advanced leadership, deep technical expertise, strong business acumen, and a forward-looking approach to risk management and continuous improvement. Success depends on balancing hands-on estimating expertise with strategic oversight, while fostering an environment of ownership, collaboration, learning, and innovation across the entire estimating and construction team.

This is a salaried, exempt position that reports directly to the Construction Director.

#### **Responsibilities:**

- Oversee all the estimates prepared by the team, ensuring quality and consistency.
- Manages client relationships and networks with community to develop new business relationships as well as maintain existing relationships.
- Develop and implement estimating processes and cost databases.
- Lead the estimating/preconstruction team to align estimating practices with company goals, ensuring profitability, accuracy, and market competitiveness.
- Develop and implement long-term strategies for improving estimating workflows, integrating Lean Six Sigma principles.
- Lead the creation of strategic bids and negotiations for high-value projects.
- Lead strategic pricing decisions, considering compliance costs and market trends.
- Expertise in advanced statistical analysis for compliance-related cost trends, including creation and ownership of dashboards and analytical analyses.
- Build relationships with executive leadership, clients, and key suppliers.
- Present estimates and cost models to high-level stakeholders with confidence and clarity.
- Use Lean Six Sigma and Change Management principles to continuously refine estimating workflows.
- Implement tools and practices that enhance efficiency and accuracy in estimating.
- Use analytics tool to identify cost trends, forecasting opportunities, and estimating performance metrics.
- Regularly review estimating metrics (e.g., win rates, margin performance) to adjust strategies.
- Mentor Senior Estimators on business acumen and advanced decision-making processes.
- Develop and enforce company-wide standards for bid preparation, NEC compliance, and profitability.
- Foster a culture of continuous improvement, ensuring the team embraces innovation and growth.

- Make high-stakes decisions based on incomplete information, balancing risk and opportunity.
- Stay informed of industry trends (e.g., sustainability, new technology), contribute to the company's strategic direction as an expert, and position the organization as a leader in innovative estimating practices.
- Monitors budget vs actual costs for incorporation into current and future estimates
- Oversee profit margin strategies, ensuring all bids meet or exceed company financial targets.
- Make high-stakes decisions about pricing structures based on market conditions, risk assessments, and client needs.
- Evaluate ROI, payback periods, and value engineering options to maximize profitability.

### **Skills:**

- Strong leadership, team management, and mentoring abilities.
- Outstanding communication, negotiation, and relationship-building skills.
- Excellent time management and organizational skills — ability to manage multiple high-value bids and priorities.
- Comprehensive understanding of electrical construction estimating, cost control, and NEC/code compliance.
- Proficiency in Microsoft Excel, Outlook, Word, Accubid, Smartsheet, and related project management tools.
- Expertise in developing estimating standards, workflows, and company-wide tools.
- Advanced skills in budget forecasting, cost modeling, and integrating financial metrics into bid strategies.
- Ability to analyze cost trends, manage risk, and drive strategic pricing decisions.
- Executive-level understanding of construction business operations and financial performance.
- Mastery in interpreting financial statements and aligning estimates with business objectives.
- Ability to evaluate ROI, payback periods, and value engineering opportunities.
- Strong contract knowledge — including key terms, risk clauses, and compliance.
- Ability to foster a high-performance, team-oriented culture focused on results and continuous improvement.

### **Education and Experience:**

- Certified Professional Estimator (CPE) strongly encouraged; willingness to obtain within an agreed timeframe required.
- Certified Associate in Project Management (CAPM) required, or willingness to obtain within an agreed timeframe.
- Lean Six Sigma White or Yellow Belt preferred; or willingness to obtain within 1 year of hire required.
- 8–10 years of experience in electrical preconstruction estimating.
- Completion of Merit Electric-sponsored or equivalent training in areas such as Project Management, Lean, Blueprint Reading, Presentation Skills, Finance for Non-Finance Managers, Supervision & Management Core Competencies, and related topics.
- Colorado or Wyoming Journeyman license, accredited engineering degree (Electrical Engineering or related field), or equivalent experience required.
- Commitment to ongoing professional development and continuous learning.

**Performance Metrics:**

- Quality, clarity, and accuracy of estimates and bid submissions across all levels.
- Accuracy of take-offs and compliance with NEC and other applicable codes.
- Timeliness and efficiency of bid preparation and submission.
- Profitability of projects — alignment of all bids with company financial goals.
- Strategic pricing decisions that balance risk, opportunity, and client needs.
- Direct leadership impact on company profitability through oversight of estimating and bid strategy.
- Effectiveness in developing and retaining a team proficient in both technical expertise and business acumen.
- Team accountability — ensuring consistent quality, profitability, and performance across the entire estimating function.
- Demonstrated ability to drive innovation in estimating processes, tools, and financial analysis.
- Personal and team-wide engagement in continuous learning and professional growth.
- High-level business acumen demonstrated through leadership of financial strategies, pricing models, and cost analysis.

**Physical Requirements:**

- Ability to work in both extremely hot and cold conditions
- Repetitive use of arms, hands and fingers
- Ability to bend, stoop, squat, crawl, climb, kneel, balance, push, pull and reach overhead
- Ability to work in restricted areas (manholes, utility tunnels, crawl spaces, attics, etc.)
- Prolonged periods sitting at a desk and working on a computer