

Posi-Joist Estimator/ Designer, Crendon Timber Engineering, East Harling

Crendon Timber Engineering is a leading designer and manufacturer of engineered timber products. Operating from eight sites around the UK, its Timber Engineering business designs and manufactures Roof Trusses and Engineered Floors.

Role

The role offers a great opportunity for someone with design experience to ensure detailed and accurate designs and Estimations are produced for CTE products and meet customer requirements. The role is essential in assisting in the efficient and profitable operation of the Timber Engineering Department, at our East Harling site, by building relationships with new and existing customers and providing and knowledgeable technical service.

Responsibilities

These include (but are not exhaustive):

1. To maintain customer liaison and provide a knowledgeable technical service both in the office and onsite visits where they may occur.
2. To interpret customer requirements and prepare appropriate quotations and any technical details that may be necessary.
3. To generate enquiries from new and existing customers, to follow up quotations and obtain orders on behalf of the Company.
4. To maintain a clean, tidy and organised workplace at all times.
5. Ensure Company Health & Safety and Smoking policies are observed at all times.
6. Attending internal and external training courses which your line manager feels is appropriate.
7. Utilise the NOVO grids within the Mitek programme to maintain and action your daily tasks set by the Estimating Coordinator.
8. Work within MBA (Novo) to monitor & chase design progress for internal and external designers.
9. Liaise with customers and provide a knowledgeable service both in the office and onsite visits.
10. Attend customer/site meetings as required; ensuring the company dress code is adhered to (including PPE requirements).
11. Help ensure regional adoption of Lean Design principles as required.
12. Liaise with relevant internal staff/production teams etc. to ensure that designs take into consideration costs, targets and manufacturing capacity & capability.

Attributes

- Customer focussed with excellent customer service skills.
- Well-organised and able to work unsupervised, prioritising tasks.
- Results orientated and able to get it right the first time.
- Good communication skills, both written and verbal and able to communicate effectively at all levels.

Benefits

These include:

- 30 days holiday per year, including Bank Holidays
- Contributory Stakeholder Pension Scheme
- Life Cover

- Childcare Voucher Scheme

Hours of Work

37.5 hours per week, Monday to Friday (8.30am to 5.00pm).

Further Information

Location – East Harling (NR16 2QW)

Responses (CV's by email preferred)

Email: careers@crendon.co.uk
Contact: Janine Calcutt
Company Name: Crendon Timber Engineering Ltd

More details about Crendon Timber Engineering can be found at our website:

www.crendon.co.uk