

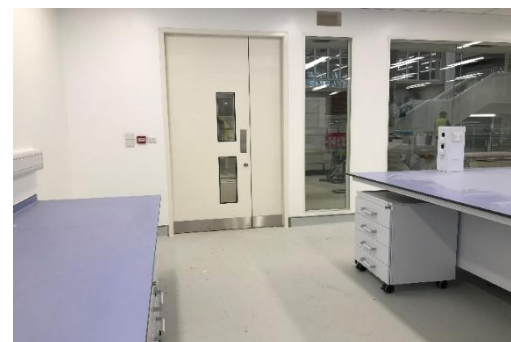
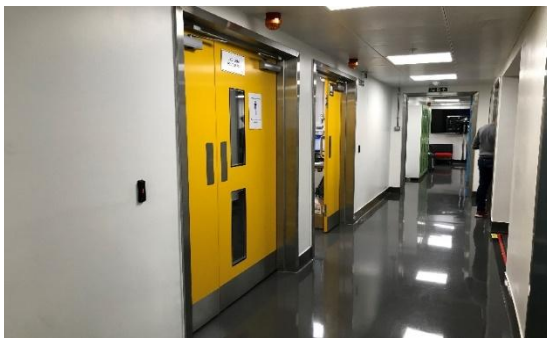
<b>Job Title:</b>	Project Estimator	<b>Office Location:</b>	St Mark St, Hull HU8 7ED, United Kingdom
<b>Pay Rate:</b>	DOE	<b>Position Type:</b>	Full time, permanent contract subject to a 6month probationary period
<b>Line Manager:</b>	Group Estimating Manager	<b>Start Date:</b>	ASAP

### ABOUT DORTEK:

Dortek are the leading supplier of specialist door systems to the global biopharma, medical research and healthcare industries. Based in Hull, the company is 55 years old and has operations globally with headquarters in Wicklow, Ireland. Our dedicated in-house teams deliver complex, bespoke door packages from initial design, through specification and manufacturing through to installation and final commissioning.

Dortek supply the global top 20 pharmaceutical manufacturers and provide a total project management solution to door packages across Food Manufacturing, Pharmaceutical, Cleanroom Research Laboratory, Hospitals and Retail sectors internationally. Each client chooses Dortek for a variety of reasons but, we believe primarily due to the quality of our products and the high levels of flexibility, dedication and service we offer. We pride ourselves in getting the job done.

At Dortek, we believe our success has been built upon the 155 great people who work for us. We're a team that works hard for our clients and firmly believe our growth is down to the ambition, dedication and the expertise of everyone within the Dortek family.



### ROLE OVERVIEW:

As a Project Estimator, you will play a key role in our project team, helping to prepare accurate proposals for our products and services. Working closely with our Sales, Project Management and Production teams, you will analyse customer requirements, calculate costs and support the preparation of proposals. This role is ideal for someone currently in an estimating role within the construction or manufacturing industry.

### KEY RESPONSIBILITIES:

- Review project tenders, enquires and customer requirements to develop accurate quotations for DorteK's range of products and services.
- Calculate material, labour, and production costs using company software and estimation tools.
- Collaborate with the Sales team to provide timely and competitive quotes to clients.
- Communicate with external suppliers and subcontractors to obtain accurate pricing on materials and services.
- Support continuous improvement by identifying areas to enhance accuracy and efficiency.

The above is a non-exhaustive summary of responsibilities that the Project Estimator will be expected to fulfil.

### REQUIREMENTS AND EXPERIENCE:

- Experience in a similar role, such as estimating, project coordination, or cost analysis, is desirable but not essential.
- Strong numerical, technical and analytical skills with a high level of accuracy.
- Excellent communication skills and the ability to work as part of a team.
- Proficiency in Microsoft Excel and basic knowledge of SAP software is beneficial.
- Attention to detail and a positive approach to problem-solving.

### ATTRIBUTES AND SKILLS:

DorteK is looking for people with a strong work ethic. The successful candidate will ideally have experience of working in a fast-paced office and be willing to adapt and get on with the job as circumstances change.

Our ideal candidate will have the following personal skills:

- Be driven to work to the highest quality levels
- Excellent communication skills (oral and written)
- Ability to learn new job skills by engaging in the technical aspects of the job and applying new skills as they are taught is required
- Self-motivated, proactive and the ability to work to timescales
- Punctual

## SALARY AND BENEFITS:

Dortek is offering a competitive salary and benefits package, including:

- A work place contributory pension, with employer contributions.
- Company-supplied laptop and other equipment necessary for this key role.
- Travel for factory, installation and product training.
- Continuous professional education support and training.

If you are interested in becoming part of the Dortek family and making a real difference to our UK business, please send your CV to: [louise.bridgeman@dortek.com](mailto:louise.bridgeman@dortek.com)

