

Multi-Housing Depot is a wholesale distributor dedicated to the multi-housing industry, specializing in 8 different types of housing; including but not limited to conventional apartments, military housing, as well as student and senior housing. MHD is a distributor of kitchen & bath doors, cabinets, counter tops, appliances, windows, patio doors and closet organizers. MHD doesn't just bring the kitchen sink; we bring kitchens, from lights to flooring outfitting multi-housing communities across the nation with focus in the Mid-Atlantic. MHD is also the manufacturer and distributor of the cabinet brand, Acacia Cabinetworks.

PROJECT ESTIMATOR

Kitchen and Baths

Review and evaluate bid and proposal specifications, drawings, blue prints, layouts, requirements and other documentation to determine the scope of work, facilitate the timely completion and execution of solicited and unsolicited RFP, RFQ and RFI's.

Responsibilities:

- Work closely with sales and design team, purchasing and production.
- Develop, maintain and grow professional working relationships with potential and established customers and bid opportunities.
- Manage and maintain accurate and updated data bases and track bid/project schedules.
- Determine customer's needs and requirements related to the potential Bid/Quote/Proposal.
- Assist in coordination of project start ups.
- Validate Request for Proposals (RFP) response requirements and ensure bid/proposal compliance.

Requirements:

- Understand kitchen, bath and countertop measurement, layouts, designs and blue prints.
- Valid clean driver's license.
- Travel to customer site if required.

Skills, Knowledge, Abilities:

- Proficient with Microsoft Office products.
- Project / Time Management / Estimating
- Cabnetware and/or 20/20 software design preferred.
- Communication and problem solving skills.
- Math Aptitude.
- Attention to detail.
- Planning and Calendar Management.
- Highly organized and manage multiple projects.
- Experience working with sub-contractors.

Education / Experience:

- 3 -5 years related work experience
- Construction Degree a plus
- Multi-Housing / New Construction a plus
- Knowledge and background in construction preferred.

As part of our post offer, pre-employment process, we require that the candidate agree to submit to a physical, drug & alcohol tests and background screenings.

We offer a comprehensive benefits package that includes:

- Section 125 Major medical, health, prescription, dental plans and Flexible Spending Accounts
- 401K with Company Match
- Company paid Life, LTD and AD & D Insurances

- Paid Time Off & Paid Holidays

Salary History Required

EOE

Applicants can visit our website www.multihousingdepot.com to obtain, complete and sign an employment application and forward along with resume to HR@multihousingdepot.com.