



Turn to the Experts<sup>™</sup>



## Commercial Estimator / Inside Sales Support

### Primary duties are:

- Commercial take-offs from Blue Prints and Dodge Reports (reading plans and specifications)
- Estimating and pricing commercial projects
- Preparing detailed quotations and submittals
- Interacting with Commercial salesmen, sales meetings, etc.

**Qualifications:** HVAC degree (or in process of getting) and/or experience in the HVAC industry or a Mechanical Engineering degree.

Qualified candidate will be eligible for advancement to Sales Territory Manager or Commercial Sales Engineer.

Candidates must be a self-starter, proficient with computers, work well under pressure, have good organizational skills, the ability to manage varied tasks simultaneously and work well with associates. Candidate should be able to put out high quality work in a fast paced environment and be career oriented.

**Carrier Corporation** is the world's recognized leader in the HVAC industry and the **R.J. Murray Company, Inc.** is the oldest wholesale distributor of Carrier products, in business since 1933. We represent over 100 manufacturers of HVAC equipment, parts and supplies. Our customer base includes: Dealers, Mechanical Contractors, Industrials, Property Managers, Military, Local, State and Federal Government as well as exporting. Our main distribution facility is centrally located in Latham, N.Y. near the Albany Airport. Branch office location is Williston, VT. We offer an excellent work environment, professional staff, and are leaders in our industry.

### **R. J. Murray Co. is an equal opportunity employer and offers the following fringe benefits:**

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| *Health insurance                      | *Long and short term disability insurance  |
| *Competitive salary                    | *Employee discounts available              |
| *Paid holidays                         | *Flexible Spending Plan                    |
| *401k plan with employer contributions | *AT&T, Hannaford Discounts                 |
| *Life insurance                        | *Sunmark Credit Union member               |
| *Paid vacation                         | *Working Advantage Discount Program member |
| *Paid sick and personal time off       |  |

**R.J. Murray Co., Inc.**, 7 Northway Lane, Latham, NY 12110, Phone 518-690-4455, Fax 690-4990 [www.rjmurray.com](http://www.rjmurray.com)

Please send your MS Word formatted resume and salary requirements to: [personnel@rjmurray.com](mailto:personnel@rjmurray.com)