

# Structural Systems Limited

## Vacancy - Sales Representative

An exciting opportunity exists at Structural Systems Limited for a strong, confident individual to join our team. Please feel free to apply if you fit the following criteria:

### Responsibilities:

- Estimating and costing plans for projects & customer request
- Preparing sales & production orders
- Completing abbreviated Bills of Quantity
- Ensuring account resolution
- Preparing and analysing statistics for future cost planning
- Estimating and costing plans for future building & extensions
- Prepare reports to reserve materials for all jobs contracted

### Professional Requirements:

- Possess strong Customer Relationship management skills.
- Associate degree in Architectural studies would be an asset.
- Able to interpret, understand and produce pre and post-contract administration.
- Required skill(s): ACAD, MS Excel, MS PowerPoint, MS Project, MS Word.
- Be physically able and willing to work at heights

Applications close on 15<sup>th</sup> October 2021 and may be forwarded to:

The Group Human Resources Director  
Williams Industries Inc  
Cane Garden  
St. Thomas.

**Interested applicants may email their titled CV's (e.g., "Jane Smith CV") to [newhroportunities@gmail.com](mailto:newhroportunities@gmail.com)**

**Only suitable applications will be acknowledged.**