



Junior Estimator, FlorWorx GA

About Us!

Inside Edge is a rapidly growing, employee owned, team-oriented company with an entrepreneurial spirit. We work to support our company's growth initiatives while supporting and servicing our customers, internally and externally, through our core company values. Our "Owner's Mentality" attracts top talent and inspires our employees to take pride and responsibility in the work that they do. We've been named a Top Workplace in Minnesota six times and aim to create a place employee-owners are proud to be a part of.

About the Team

We're enthusiastic, compassionate, bright, collaborative, fast-paced, and engaged. We bring our authentic selves to work and receive the support needed to grow. We strive to live the core company values – Integrity, Energy, Collaboration, Innovation, and Service.

About the Job:

The Junior Estimator is responsible for completing and compiling quantity estimates to support both internal and external customers.

Essential Functions:

- Complete quantity take-offs using techniques and software approved by Inside Edge.
- Track quantities for each project.
- Follow established guidelines for quantities and materials to protect consistency.
- Research material and installation practices to ensure proper material quantity and labor estimates.
- Communicate directly with labor service manager, project manager, and sales to ensure proper scope is determined and all take-off questions are answered and documented.
- Offer any suggestions for improvement to estimating processes and practices.
- Ensure that all estimating schedules are met.
- Work cohesively in a collaborative team environment.
- Have an acute awareness and diligence for cost-effectiveness, quality, and customer satisfaction on all projects.
- Have a keen eye for detail and a respect for internal protocol; follow procedures with accuracy.
- Other duties as required related to the essential functions of the position.

Job Requirements:

- A Bachelor's Degree in a related field is preferred but not required.
- High School Diploma and equivalent work experience are acceptable.
- Industry experience is beneficial but not essential.
- Ability to learn to read and interpret blueprints related to floor covering.
- An affinity for technology and innovation is essential.
- Familiarity with Microsoft Excel.
- Computer literacy and keyboard skills.

About You:

Inside Edge Commercial Interior Services' Family of Brands:





- High level of integrity
- Problem-solving skills
- Oral and written communication skills
- Interpersonal skills
- Organization and planning skills
- Time management skills
- Attentive to detail and accuracy
- Professional, adaptable, collaborative
- Customer service orientation
- Self-motivated and initiative

Physical Requirements:

- Must be able to sit at a desk for long periods of time while working on a computer, and using standard office equipment (e.g., keyboard, mouse, phone).
- Employees may need to stand, walk, or move about the office to attend meetings, interact with colleagues, or access communal spaces such as kitchens or copiers.
- The ability to perform fast repeated movements of fingers, hands, and wrists (keyboarding and other tasks).
- The ability to speak, hear and read while communicating both verbally and in writing
- Occasional lifting of lightweight office supplies or documents may be required (typically up to 15 pounds).

Benefits & Perks – Together We Own It!

- Employee Stock Ownership Plan (ESOP)
- 401k matching
- Bonus pay
- Paid time off
- Flexible schedule
- Health insurance
- Health savings account
- Vision insurance
- Dental insurance
- Flexible spending account
- Life insurance
- Employee assistance program
- Professional development assistance

Inside Edge Commercial Interior Services, LLC is an Equal Opportunity Employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

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