



Job Description

Estimator

NVD have a state of the art workshop in Baldonnell handling a **high volume of** cars each year providing a range of services including PDI, conversion, ply lining, fitout and light vehicle repair. The facility in Baldonnell is a one of a kind workshop in Ireland in that it has the ability to deal with the high volume of cars and provide a variety of services all year round.

The workshop estimator plays a key role in providing accurate estimates on vehicle damage to various stakeholders, and ensure the information is provided in a timely manner in order to maintain efficient workshop flows and productivity. The successful candidate will be tasked with ensuring that all estimating targets and KPI's are achieved daily. When you are dealing with such a large volume of cars and customers, quality is a priority. The successful candidate will be responsible for maintaining the workshop quality control system to ensure the highest standards of repairs are maintained. This role requires full adherence to Health & Safety policies and procedures as well as internally agreed standards. We encourage the continual development of these standards and procedures and you would be required to work with us on this.

NVD is focussed on continuous improvement and developing people and processes to ensure that we are always moving forward. The successful candidate will be encouraged to develop themselves and continually improve this role within NVD.

Your Responsibilities will include:

- Providing accurate estimates for vehicle damage.
- Assisting with tender submissions including estimates, quotations and prototypes.
- Ensuring priority units are estimated on time.
- Using standard times estimating system such as Audatex, Glassmatix and BDQ.
- Ability to select the correct parts required for the repair from manufacturers diagrams.
- Communicating all potential issues in advance to the relevant manager or supervisor.
- Work alongside sales to develop customer relationships to attract business to the workshop.
- Playing a key part in training apprentices and qualified personnel to support and sharing knowledge to ensure continuous development.
- Ensuring compliance with existing SHEQ procedures and developing and updating internal processes as needed.

- Being flexible and undertaking other duties from time to time as outlined to you by your Manager.

Your Experience:

- Qualified Panel Beater / Spray Painter / Estimator – min. of 3 years experience.
- Strong experience using a standard time estimating system such as Audatex, Glassmatix, BDQ
- IT skills should include experience with workshop software as well as gmail, word and excel.
- Experience dealing with customers and developing customer relationships.
- Excellent understanding of the processes and timelines involved in estimating.

Your Personal Skills:

- Ability to work on your own initiative to get the job done.
- Highly focused on the detail.
- Quality is a top priority.
- Always striving to improve and develop yourself and how you work.
- Good communication skills and comfortable dealing with management, customers, other departments and teammates.
- Excellent time keeping and attendance is a given.