



Our Company

SUPERIORITY OF PRODUCT, SERVICES, PEOPLE, AND "THE PRICELESS INGREDIENT".

Spanning over nine decades, Hugh M. Cunningham Companies has personified a sales agency for building products: mechanical, light industrial, waterworks, fire protection, turf, irrigation, HVAC, water well, pool, agriculture, and plumbing products. HMC represents the best manufacturers in the South-Central United States: Arkansas, Louisiana, Mississippi, New Mexico, Oklahoma, and Texas. Our founder, Hugh M. Cunningham, Sr. was responsible for establishing one of the first manufacturers' representative agencies west of the Mississippi, as well as numerous innovations that directly impacted the way manufacturers' representatives operate today. HMC employs over 130 people focused on one overriding goal: marketing, selling, and servicing our vendors, to our customers, in our territory.

www.hughcunningham.com

Job Title: Plumbing Quotations Specialist

Location: Carrollton, Texas

Quotations: As a Plumbing Quotations Specialist, you will develop commercial job quotations to wholesalers, track, follow-up and facilitate closing on projects.

Essential Duties and Responsibilities:

- Work with sales team to identify Architects, Engineers and General Contractors for potential sales opportunities.
- Read project plans and specification to process a job quote.
- Analyze and study commercial plumbing products (Both manufacturers that HMC represent and their competitors) and their pricing structure to determine cost.
- Communicate and work closely with Account Managers on pricing materials and products to close on the job.
- Plan, develop and follow-up on jobs in Plan Services and operate efficiently within Dodge, Construct Connect, ISqFt, and BXTX.
- Coordinate with customers and Quotes team to meet customers' expectations and required bid dates efficiently and effectively.
- Other duties may be assigned.

Skills/Qualification:

Strong Verbal/Written Communication Skills, Proficient in Microsoft Office (Excel), Organized, Detailed Oriented, Deadline Driven, Able to Work Independently, Strong Follow-Up Skills, Able to Read and Interpret Written Information, Strong Time Management Skills, Able to Multitask, and have Critical Thinking Skills.

Education and Experience:

- Associate Degree or equivalent
- 3 years in Plumbing Industry required
- 1 year quotation experience preferred

Hugh M. Cunningham offers a comprehensive benefits package including Medical, Dental, Vision, 401K, Life and Disability insurance.