

ABOUT US

Titan Electric has been in business in the local Seattle area for close to two decades and we are proud to be the Northwest's Premier Electrical Contractor. We work with the area's global leaders in information technology, imaging, media, academia, government and more. We're industry experts that are consistently setting the industry standards higher. We specialize in large commercial business and industrial projects with customers in the tech industry while also eagerly providing continued service for small businesses and residents. With our breadth of experience and our amazing, we truly believe that there's no project the Titan Electric team can't accomplish.

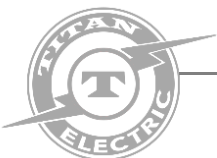
Our core philosophy is to implement effective solutions—in the most professional manner—to best meet our customer's needs. We aim to make our customers feel like they're our #1 priority, because they are. At Titan Electric we don't believe in a cookie-cutter approach to customer service and rather, we personalize our services to build relationships with all of our clients. These relationships help us to ensure that each client feels heard, understood, and taken care of throughout the entire project. We're not happy until our customer is happy.

WORKING AT TITAN ELECTRIC

We know that none of the work we do would be possible without our amazing Titan Electric employees. Our team is comprised of people who are dedicated, determined, and just downright fun. We value every employee and are constantly looking for ways to invest in your growth. Professionally, we offer: professional development trainings, extensive benefits, continued education opportunities, mentorship, and more—whatever it takes to make you feel like you're set up for success at Titan Electric. And because we recognize our staff as people, not just as employees, our concern isn't limited to your professional growth—we're committed to creating a positive work environment where you can work hard AND have a good time. So whether we're laughing over a "Fun Friday" lunch, celebrating the year together at our huge End of Year party, getting to know each other's families at the Titan Electric Summer Family picnic, participating in community give-back events, or at an offsite team building day rally car racing, we know that you're going to enjoy being a part of the Titan Electric team! Join us to do some amazing projects alongside some of the best people in town.

CHARITABLE WORKS AND GIVING

Titan Electric recognizes the importance of giving back to the community we're a part of. We are grateful for opportunities to give back generously and support various programs, organizations, and charities within our community—especially those near and dear to our employees and clients ranging from large, non-profit organizations (like Mary's Place, Northwest Harvest, the Seattle Humane Society) to local little league baseball teams. We also encourage employees to give back and volunteer in their own community.



RESPONSIBILITIES

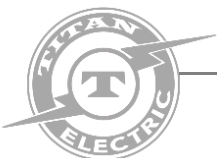
- Work with Estimating and PM group on orders for lighting fixtures, lighting controls, and distribution equipment
- Request, review, and approve submittals and quotes and negotiate prices with suppliers
- External interfacing with vendors (maintaining vendor relationships)
- Internal interfacing with Owners, Executives, Project Managers, and other team members.
- Coordinates activities involved with procuring goods and services for approved projects, equipment, tools, parts and supplies.
- Participate in project kick-off meetings to exert a shaping influence at an early stage and to optimize internal workflows and processes
- Confers with project manager and vendors to obtain product or service information including price, availability, and delivery schedule
- Keeps information accessible by filing documents in an organized manner
- Implements cost saving ideas
- Ensure the company's documented purchasing processes are adhered to
- Issue and manage purchase orders for approved requisitions and contracts, supporting a variety of departments
- Partner with Accounts Payable in setting up new vendors, paying invoices and resolving invoicing issues as they pertain to purchasing
- Ensure accuracy of costs and accounting codes through strong attention to detail

QUALIFICATIONS

- 7-10 years of experience in electrical industry; electrical wholesale experience beneficial
- 5+ years' experience with electrical components as related to switch gear, lighting & controls, fire alarm and security systems, generators and other products associated with electrical contracting
- Ability to solicit quotations from vendors & subcontractors
- Proficient in providing best value analysis
- Experience in managing people
- Excellent communication, leadership, problem solving, and analytical skills
- Proficient in MS Office and strong knowledge of Excel
- Ability to rapidly adapt and respond to changes in environment and priorities
- Ability to elicit cooperation from senior management and other departments
- Ability to maintain a positive attitude and work environment

COMPENSATION

The salary range for this position is \$75,000 – 135,000 depending on experience



BENEFITS

- Medical, dental, and vision for employee including qualifying dependents with premiums paid by the company
- Paid Sick Time
- Paid Vacation leave
- Eight Paid Holidays per year
- Optional 401(k) Retirement Savings
- Employer Paid Pension Plan Contribution of 3% of annual salary
- Paid Parental Leave for new parents
- Gym membership
- Bi-annual company events

EQUAL OPPORTUNITY EMPLOYER

Titan Electric is committed to providing equal employment opportunities.

