



Michigan  
Lighting  
Systems

### Position for Quotations Specialist

We are looking for a qualified individual to join our team. This position can work remotely.

The position of Quotations Specialist will be responsible for assembling quotations for lighting fixture packages on construction projects and quoting discretionary lighting sales opportunities.

#### *Primary duties Include:*

- View lighting plans and specifications and develop bill of materials and quotation.
- Review bid reports, solicit feedback from peers and customers.
- Monitor market price levels and negotiate with vendors as needed.
- Follow up on customer quotations/projects and assist in securing the sale.

#### *Qualifications include:*

- Time management and organizational skills. Ability to meet deadlines in a fast paced industry.
- Outstanding communications and interpersonal skills. Must be sales oriented and driven to compete .
- Electrical knowledge or field experience is a plus but not required.
- Competitive salary and benefits.

Please contact Jeff Adams ([jadams@mls-west.com](mailto:jadams@mls-west.com)) for more information.