**Job Title: Quoting Engineer**

**About Us:** Located in Lake Mills, WI, Aztalan is a leader in precision CNC machining and manufacturing, dedicated to providing innovative solutions and exceptional customer service. As a 100% employee-owned company, we foster a dynamic work environment that encourages professional growth, collaboration, trust and transparency.

**Job Summary:** We are seeking a skilled and detail-oriented Quoting Engineer to join our Sales Team. As the primary estimator, you will be responsible for all technical aspects of the quotation process for new parts, ensuring accurate and timely responses to customer inquiries. This position will work 1st shift Monday-Friday.

**Essential Responsibilities:**

* Serve as the primary estimator for technical inquiries and quotations.
* Conduct initial capability and print reviews, collaborating with Sales, Engineering, and Quality departments to address any concerns.
* Develop processes and time estimates for machining, cleaning, and assembly operations.
* Provide engineering with general project layouts for quoting, work holding, and manufacturing processes for new part launches.
* Determine optimal material sizes and work holding methods to enhance new processes.
* Act as the primary technical contact for customers and suppliers.
* Maintain a quote turnaround time of 48 hours for standard quotes.
* Achieve a quote accuracy of +/- 10% against actual setup and run times.
* Provide a nearly complete process for handoff to the engineering department.

**Qualifications:**

* Proficient planning, organizational, and time management skills.
* Demonstrated initiative, accountability, and analytical thinking.
* Strong attention to detail and problem-solving abilities.
* Proficient in Microsoft Office and related computer applications.
* Experience with engineering drawings and print reading.
* Knowledge of machine tooling and machining practices.
* Familiarity with GD&T principles.
* Associate Degree in Mechanical Engineering or a related field (preferred).
* Valid Driver’s License.
* Minimum 5 years of experience in a machine shop or manufacturing environment (required).
* At least 2 years of estimating machined parts experience (strongly preferred).

**Aztalan is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.**