



# Proposal Engineer

Highland, IL

**Job Summary:** Prepare formal proposals for Basler Electric equipment and systems based on the customer's specifications as assigned.

**Reports to:** Product Line Manager - Excitation

**Essential Duties:**

- Develop proposals for Basler excitation systems and spare parts from customer-supplied information by reviewing the specification and other information (including schematics, ladder diagrams, outline drawings, etc.) and resolving any discrepancies/questions.
- Develop proposals that positively position exceptions and alternatives to the customer's specification in a manner that does not detract from the proposal.
- Achieve the planned sales and profit goals by applying sound business principles to all proposals.
- Work with other departments to collect the required information to meet the intent of the specification and complete the proposal.
- Contribute to the information base required for the preparation of proposals.
- Develop an understanding of the functionality and operation of excitation control systems and the relationship to electrical rotating equipment.
- Develop an understanding of the components used in excitation systems as well as an understanding of devices in Basler Electric's various product lines.
- Generate internal costing documentation for proposals.
- Review material and labor costs for consistency in spare part and system proposals.
- Promote team building with other departments to support the customer's needs.
- Perform other duties as assigned.

**Requirements:**

- Bachelor's or associate's degree in an engineering discipline (BSEE degree preferred).
- Basic understanding of electrical principals preferred.
- Must possess excellent interpersonal skills and be able to convey ideas concisely.
- Proficiency with Microsoft Office software including Word, Excel, and PowerPoint.
- Travel as required for training, proposal development, or other job-related needs.



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**Contact:**

Basler Electric welcomes employment applications received directly from interested candidates. We prefer that you submit your resume in Microsoft® Word or Adobe® PDF format.

Basler Electric Company  
Human Resources  
12570 Route 143  
Highland, IL 62249-1074

Tel: +1 618.654.2341, ext. 251

Fax: +1 618.654.2351

Email: [employment@basler.com](mailto:employment@basler.com)

**Benefits:**

Basler offers a comprehensive benefits package which offers: Medical, Prescription, Dental, Vision, Life, and AD&D insurance; a 401k plan; paid leaves for Vacation, Holiday, Sick, Jury Duty, Bereavement; tuition reimbursement. All benefits are subject to eligibility requirements.

**Compensation:**

We anticipate filling the Proposal Engineer position with an expected compensation range of \$73,000 - \$85,500. We are open to reviewing additional candidates with more or less experience and the pay range may differ if filled at a different level. Our pay ranges are determined by job, responsibility, and location. Starting pay and job title are based on location and job-related factors such as candidate experience, training, knowledge, and skills.