



Martin Grimes

Cost Estimating Professional

☎ (940) 555-6714 ✉ martin.grimes@example.com

🌐 linkedin.com/example/martingrimes 📍 Denton, TX 76201

STRENGTHS

- 🔍 **Inspection Analysis**
Reviewed incomplete findings and supporting records, then clarified scope before pricing work. Teams relied on careful source checks.
- 🔧 **Technical Interpretation**
Read drawings, bills of materials, and shop instructions during repair estimates. Production received clearer direction, with fewer open questions.
- ♥️ **Documentation Control**
Kept revisions, repair cards, invoices, and testing files connected through billing review. Traceability became easier for every handoff.
- 👥 **Cross Functional Coordination**
Worked with purchasing, engineering, quality, and customer teams on routine issues. A direct question often prevented a later delay.
- ☰ **Priority Management**
Handled multiple estimates and documentation needs across active workflows. Consistent organization helped keep customer responses moving.

SKILLS

Rail Cost Estimating

Manufacturing Estimating

Railcar Repair AAR Codes

AAR Billing Customer Quotes

Inspection Review

Blueprint Reading

SUMMARY

Cost estimating professional with three years supporting railcar maintenance and manufacturing repair operations. Prepares reliable estimates, **customer quotations**, work orders, material requirements, and traceable repair records from inspection findings and technical documentation. Applies working knowledge of **Association of American Railroads** codes, standards, billing practices, customer procedures, contracts, and **approved repair scope**. Interprets blueprints, engineering drawings, **bills of materials**, damage assessments, and shop instructions while researching parts, pricing, and availability. Coordinates practical solutions with manufacturing, purchasing, engineering, sales, customer service, and quality teams. Uses RailcarRx and Microsoft 365 to manage revisions, billing records, invoices, testing documentation, and multiple priorities. Brings careful analysis and clear communication to regulated repair environments, supporting accurate production execution and dependable customer outcomes.

EXPERIENCE

Cost Estimator

Lone Star Rail Service 📅 May 2025 - Present 📍 Denton, TX

Supports railcar maintenance estimating from inbound inspection through quotation, work order creation, repair documentation, and billing review. Coordinates with production and customer facing teams while maintaining accurate RailcarRx records and applying AAR requirements.

- Prepared **railcar repair estimates** from inspections, contracts, customer criteria, and **AAR requirements** for active workflows.
- Validated incomplete **inspection reports** against damage records before pricing labor, materials, and **approved repair scope**.
- Interpreted drawings, bills of materials, and **shop instructions** to create traceable production **work orders**.
- Researched parts pricing and availability with purchasing, supporting practical material selections and requisition requests.
- Maintained RailcarRx records, repair cards, testing documents, invoices, revisions, and supporting files through billing review.
- Coordinated scope questions with engineering, quality, sales, and customer service, escalating exceptions beyond standard procedures.

Estimating Technician

Metroplex Freight Components 📅 September 2023 - April 2025 📍 Fort Worth, TX

Built **manufacturing** and repair estimates for freight equipment components using technical records, customer requirements, and maintenance system documentation. Supported purchasing, production, and billing teams by organizing revisions, material inputs, shop instructions, and scope validation.

- Built repair estimates from drawings, **bills of materials**, inspection notes, and customer requirements for shop assignments.
- Reviewed conflicting quantities and material specifications, resolving routine documentation issues through established procedures.
- Created work order packages that translated quoted scope into clear **shop instructions** and revision history.
- Researched component availability and approved alternatives, coordinating requisition details with **purchasing** and production personnel.
- Organized **Microsoft 365** worksheets, maintenance records, revisions, and **billing** inputs across concurrent estimating priorities.
- Compared completed repair records with approved scope, flagging mismatches before final invoice preparation.

Engineering Drawings

Bills of Materials

Damage Assessments

Work Orders Material Sourcing

Repair Documentation

Cross Functional Coordination

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Cost Estimator at Lone Star Rail Service (1.3 Years)

● Estimating Technician at Metroplex Freight Components (1.6 Years)

PROJECTS

Railcar Estimate Traceability 📅 2025

Improved continuity from inspection findings through customer quotation, work order release, repair records, and billing review using RailcarRx documentation practices.

Freight Component Scope Review 📅 2024

Organized drawings, material information, inspection notes, and customer revisions into clearer estimate packages for production and purchasing coordination.

LEADERSHIP & AWARDS

- Recognized by estimating and production peers for dependable repair documentation quality.
- Selected for consistent support of accurate scope review across multiple active repair priorities.
- Entrusted with customer quotation revisions and billing record continuity during rail maintenance workflows.

EDUCATION

Bachelor of Science in Industrial Technology

University of North Texas 🎓 GPA: 3.5 📅 2023 📍 Denton, TX

Coursework: Manufacturing processes, technical drawing, materials management, quality systems

CERTIFICATIONS

- Association of American Railroads Standards Training 📅 2025
- Microsoft 365 Fundamentals 📅 2024

TECHNICAL SKILLS

- **Estimating Systems:** RailcarRx, estimate worksheets, maintenance records
- **Microsoft Applications:** Microsoft Excel, Microsoft Word, Microsoft Outlook
- **Rail Standards:** AAR codes, AAR standards, AAR regulations
- **Repair Billing:** AAR billing repair cards, invoices, billing review
- **Technical Documents:** Blueprints, engineering drawings, engineering models
- **Material Records:** Bills of materials, parts pricing, material availability
- **Inspection Records:** Inbound inspection reports, damage assessments, testing documentation
- **Production Documents:** Work orders, shop instructions, repair requirements
- **Commercial Documents:** Customer quotations, contracts, customer specifications
- **Quality Records:** Estimate revisions, repair records, supporting information
- **Coordination Tools:** Microsoft Teams, email, shared files

PROFESSIONAL AFFILIATIONS

- Association of American Railroads standards and repair documentation community.
- Rail manufacturing and maintenance estimating professional network.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST