



Job Description for Bids & Proposals Manager

Overview

Chess Dynamics is an established Leading Design & Manufacturing business, with several sites across the UK. Our product range is cutting-edge and services the surveillance and defense industries with products that aid specific client requirements - driving innovation is at the heart of everything we do.

Key Responsibilities:

- Coordinating & overseeing the bid process and preparation of bids for Naval Systems contracts
- Preparing proposals for medium to high-value projects, spanning several years
- Liaising with external suppliers and partners – being a key point of contact through project delivery
- Engage with internal departments such as Sales & Project Management to validate approach, design and pricing, budget preparation and workplans.
- Handling timely submission of applications in accordance with customer requirements, ensuring quality assurance processes are adhered to.
- Provide further bids & proposals support across the business as required

The Successful Applicant:

- Previous experience developing complex & international proposals for medium to high-value, programmes is essential.
- Ability to coordinate bid teams to deliver proposals, bids, and manage contracts, a strong team player.
- Knowledge of the Project Management Life-Cycle, including problem analysis, project design, financial planning and management etc is also required.
- Previous experience working with multiple stakeholders across different businesses & cultures to deliver complex work tasks, with excellent communication & organisational skills
- You will also have very strong numeracy and written communication skills, to support the creation of bid documentation and financial reports.

What's on Offer

A competitive salary with benefits including 26 days Annual holiday (Plus Bank Holidays), Contributory Pension, Income Protection, and a High-Street Discounts Scheme.

If you are interested in applying for this position, please forward your CV and Covering Letter to recruitment@chess-dynamics.com