

## Bid Coordinator

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Company: AECOM

Location: abu dhabi

Category: other-general

Assists in proposal writing and presentations.Can analyze and present data for purposes of evaluation and decision-making.Prepare GNG material for the leadership decision.Demonstrates excellent communication skills and the ability to recognize, process, and present information.Fully understands the requirements of the RFP.Coordinates with Discipline Leads for required technical inputs.Coordinates with other End Markets and Regions to ensure that the RFP scope is addressed adequately, and all costs are accurately considered.Obtains quotes from sub-consultants as required and negotiates appropriate terms and conditions based on AECOM's standard contract and Risk committee requirements.Leads the preparation of compelling proposals with win themes based on a complete understanding of client needs.Understands the competition and market trends.Works closely with the ME Work Winning Team / Bid Studio on strategic pursuits.Verifies that all legal qualifications and the Middle East Risk Committee directives have been included in the final bid document before submission to the client.Submits well-considered and complete RFPA's to the Risk Committee promptly.Delivers within proposal deadlines.Prepare presentations required for the Risk Committee.Participates in Risk committee meetings and supports the Capture Manager in delivering the presentation.May be required to coordinate daily tasks of more junior staff in the team and guides as and when required. Disclaimer: Drjobs.aeis only a platform that connects job seekers and employers. Applicants are advised to conduct their own independent research into the credentials of the prospective employer.We always make certain that our clients do not endorse any request for money payments, thus we advise against sharing any personal or

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