

## Contracts and Bidding Executive

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Company: Ghobash Group

Location: dubai

Category: other-general

While formally established in 2020, Makeen Technical Services' really started back in 2009 when Makeen Properties established a Facilities Management department to manage its growing portfolio of privately owned properties in the UAE. In those formative years, the department's capabilities grew to the extent that, as the next logical step, Makeen established an independent entity to not only service its properties but offer expertise and services to other property owners too. From day to day building maintenance to management of all aspects of property operations, including long-term energy saving solutions, Makeen Technical Services has the experience and capacity you need.

**Job Description**

**Quantity Surveying, Estimation and Pricing- Quotes, Bids, and Tenders**

To lead the pricing function for the contracts to ensure creative, competitive and innovative bids are delivered to existing and future clients. Develop and manage key supplier relationships to support the bidding function and create competitive pricing models. Working collaboratively with Operational and Business Development team to achieve Company sales and bidding targets. Understand the commercial and contractual terms of each bidding opportunity and ensure commercial risks are identified and quantified within the cost model. Management of Framework pricing model. Engage direct and indirect supply chain partners to create solutions and competitive pricing models. To benchmark all final bid costs to ensure cost are within industry norms. Create P&L and cashflow forecast for each bidding opportunity. Handover cost model to operations and finance ensuring full understanding of income vs. expenditure.

**Social Media Networking**

Manage Plan and execute all digital marketing, marketing database, email, social media and display advertising campaigns. Design, build and maintain our social media

presence: LinkedIn, Facebook, TikTok, SnapChat, Instagram, Youtube, etc. Delivering scripted talks that describe the company's products or services, to persuade potential customers or donors. Explaining products and product prices, answering customer information about services our products, etc. Obtaining customer information, keeping track of customers that have been contacted, following up on previous customers for potential sales. Maintaining records of customer contacts. Completing customer surveys to obtain information about potential customers. Qualifications: Bachelor's Degree (ideally Engineering discipline). Hands on facilities management background. Additional Information: Min. 5yrs experience in Estimations, Bidding, and contracts Management

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