

## **Bid Manager**

We're looking for an experienced and driven **Bid Manager** to lead our tendering activities — from identifying opportunities to delivering winning submissions that reflect our technical strengths, innovation, and commitment to safety and quality.

As part of our Strategic Growth team, you'll take ownership of high-profile bids, collaborate with different areas of the business, and guide a dedicated bid team to deliver timely, compliant, and high-quality submissions that align with NIS strategy and values.

**Below is an outline of duties and responsibilities: –**

- **Lead the end-to-end bid process**, from opportunity identification through to submission and handover, ensuring all proposals are timely, compliant, and of the highest quality.
- **Obtain companywide buy-in of all internal stakeholders** to ensure the submission of high quality tenders to sustain the desirable win-rate.
- **Collaborate across the business**, working closely with Business Development, Engineering, Commercial, and Delivery teams to develop winning strategies and ensure bid/no-bid decisions are informed and data-driven.
- **Write, review, and oversee** proposal letters, bases of offer, executive summaries, and tender responses, to ensure all submissions are of the highest quality and presented to an exceptional standard.
- **Lead and mentor Bid Team**, embedding best practices, continuous improvement, and a collaborative culture focused on success.
- **Champion innovation and continuous improvement** in all tendering activities, helping to refine processes and enhance our competitive edge.
- **Represent NIS** at industry events and client meetings, building strong relationships and promoting our values and capabilities.
- **Ensure effective risk management and commercial evaluation**, identifying opportunities for optimisation and ensuring robust, profitable bids.
- **Maintain accurate bid data and financial reporting**, supporting progress tracking against annual sales targets.