



Job Title:	Senior Bid Manager
Business Division:	Strategic Development Team
Location:	UK opportunity, North West preferred or ability to be in Office twice a month.

Introduction

The Senior Bid Manager is responsible for creating, leadership and delivery of bids. Bids in ITS are opportunities for the business that either come as part of formal customer led processes or opportunities that the business has created with clients that require a non-standard solution, commercial, technical or service. The Bid Manager will own the submission of detailed, costed, persuasive proposal – that wins. The Bid Manager’s role is to ensure that bids are both successful but importantly the commercial case for ITS is secure. Therefore the Bid Manager will be responsible for securing internal alignment, the business case and cross functional concurrence. The Senior Bid Manager will be commercial in outlook but have good technical and project management skills,

The post holder will be responsible:

- Working with colleagues in Sales and the Strategy Development team to identify opportunities on which to submit bids and feeding into the decision over whether to bid for the work
- Ensure that ITS proactively monitors, then registers and submits successful responses for the business to be included in relevant government frameworks. Keep an overall track of Bids identified, in progress, in negotiation and delivery.
- Devising a successful strategy for winning a bid once signed on for development, including pinpointing the unique selling points (key differentiators) of ITS. This will require the Bid Manager to understand ITS operating and profit margins and link this to the clients’ specific requirements
- Controlling the Bid Delivery process, involving researching, tasking others, writing, integrating and/or checking proposals such that ITS delivers the professional proposals and information across the lifecycle of the process.
- Working with key members of the ITS team and the customer organisation to obtain the information required to compile the bid, maintain a Bid Library and put in document control activity to support
- Assess and address the technical and commercial risks relating to the bid they are working on, form a risk register on larger bids and work with others on mitigation strategies.
- Identifying Bid Management costs, securing internal funding and resources when necessary and managing the bid budget during the formation, submission and win process.

- Working with Bid Partners and when appropriate forming Bid structures such as joint bids and ventures. Manage virtual teams to deliver outcomes and put any appropriate legal structures in place with colleagues.
- Monitor bid trends, product reports on current bid activity, business drivers and likely future market trends
- Coordinate and lead responses to clients' and other stakeholders' queries before, during and after the bid has been submitted
- When appropriate form Executive and Operational Bid Support Teams, monitor and ensure oversee the teams during the bid process and making sure deadlines are met
- With bid success, brief the teams who will carry out the project delivery and hand over professionally into life.

For the most part, the work is home based, but during final bid submission the role holder can expect office-based activity where hours may be longer just before a bid is to be submitted.

Key skills for this role

- Excellent written and verbal communication skills, numerate and capable with spreadsheets. May have good knowledge of Microsoft Project or similar.
- Creative and innovative thinking
- Able to work to tight deadlines.
- Problem-solving skills. Be confident with Senior Managers and drive their contributions when necessary
- Relationship-building and influencing skills
- An interest and background in the technology / telecoms sector coupled with a willingness to keep up to date with industry trends, regulations and legislation
- Commercial thinking
- Teamworking skills
- Attention to detail. Have some experience of working with complex contracts and legals.

Likely Candidate

- Proven in the Bid Management space
- Preferably have or seeking formal bid management accreditation or be willing to look to obtain CiPM or APMP accreditation
- Have experience of Public Sector Bidding
- Knowledge of new fibre network technologies and deployments
- Can innovate and think out of the box
- Capable of leading teams mostly virtual

Package Overview

- Competitive salary
- Company bonus scheme
- Holiday entitlement including birthday off
- Membership of the ITS workplace pension scheme