

## Vacancy: Bid Manager

**Department:** Business Development, Business & Industry Division

Reconomy is the UK's market leader in the provision of outsourced waste management and recycling solutions. With a current group revenue forecasted to exceed £250m this year and further developments on the horizon this is an exciting time to join the team and this role will play a vital part in achieving our future goals. The importance for our customers to be able to continually improve their environmental performance through reducing & recycling waste is ever growing and due to our ongoing success & growth we are now looking for a BID Manager to join our Business & Industry Division.

We are keen to talk to candidates with a deep and practical knowledge of the BID process and who can demonstrate a successful track record of new business wins working both autonomously and as part of a team. Experience within private and public sectors would be advantageous and experience within retail, commercial, logistics, hospitality or FM will be essential. Targeting major contract opportunities, you will create compelling responses to provide our total waste management solution, managing the entire process efficiently and looking for continuous improvement opportunities. The role is effectively a 'dual band' role which will require the individual to work cross functionally with operational and commercial colleagues to support bid activity generated through account management and sales team activity as well as self-generated activity through effective networking and use of portals within procurement communities.

### Tasks

- Appraisal of PQQ/ITT/RFP documentation to identify key risks and opportunities
- Effectively set up a bid process from scratch
- Leading and owning the end-to-end bid management process, ensuring resources are coordinated to complete within tight deadlines
- Creating bid responses which differentiate us and win work
- Preparing and giving presentations
- Keep stakeholders across the business informed of requests, meetings and timescales
- Analyse lessons learnt and adapt processes to deliver continuous improvement
- Build and maintain a comprehensive bid library and streamline the bid creation process
- Proactively and tenaciously focus on delivery and display the confidence and ability to identify and win in excess of £1m of new business within 12 months of appointment
- Establish the company within the public sector supply chain by identifying opportunities and winning work within the sector

### Experience/Skills

- Ability to author technical and quality narrative and edit same by others
- A high degree of commercial and financial acumen
- Analytical with great attention to detail
- Strong customer facing, presentation and negotiation skills
- Desire to submit compelling, successful tenders
- Excellent written communication
- Experience of managing bids ranging in value of £100k-£4m
- Private and public-sector experience
- Waste management industry experience
- Understanding of bid writing in an outsourced company

**Location:** Portsmouth (preferable) or Telford

**Package:** Attractive

**Contract:** Permanent, full time

**Application:** To apply for this position, please submit your CV and covering letter to the Head Office Recruitment Team preferably via email – [recruitment@reconomy.com](mailto:recruitment@reconomy.com)