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## BID SUPPORT SPECIALIST

For our leading multinational client located in Budapest, we are looking for candidates to start immediately in the following position:

The Bid Support Specialist (BSS) provides bid management, proposal development, and Solution Design & Delivery (SDD) process transaction execution services, to any Business-approved opportunity supported by the Deal Hub (DH). Identification and deployment of other services offered by the Deal Hub, document production, bid facilities and technical infrastructure. Direct assistance and support to an assigned Deal Hub Bid Manager (BM) in the performance of all recognized bid and/or proposal management activities.

### Tasks:

- Engage either on a set of specialised requests or a set of tasks for an end-to-end bid or proposal
- Contract preparation process support
- Work as a trusted peer with the bid manager and proposal development support team to meet client deadlines with high quality deliverables
- Providing assistance and/or executing pricing and/or Quality
- Assurance (QA) processes
- Pricing process and support by brand
- Perform required tasks, or provide pre-sale support as indicated by the Bid Manager
- Organizing, initiating, managing and tracking deal-related activities
- Representing the company with Business Partners, where necessary

### Requirements:

- College or university degree
- Ability to follow the proposal methodology
- Teaming skills, team worker attitude
- Communication and negotiation skills
- Fluency in English and other European language
- Ability to work in a multi-lingual / cultural environment
- Good problem solving skills
- Experience in project management and/or Sales, Pre-Sales activities is an advantage

### Location:

- Budapest

### To apply

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FOR APPLYING PLEASE WRITE THE TITLE OF THE POSITION INTO THE SUBJECT OF THE EMAIL