



THAI NIPPON STEEL ENGINEERING & CONSTRUCTION CORPORATION LTD.



WE ARE HIRING!!!

POSITION : Senior Proposal (1 position)

(Permanent)

Responsibilities :

- Review Tender documents including review of the Instructions to Bidder's (ITB), Scope of Work, key Contract Dates, Commercial price forms and terms of payment, as a minimum. Assist to improve and maintain JD system
- Distribute the Tender documents to concerned parties, prepare brief Bid Key Feature and lead /participate Bid / No Bid Meeting.
- Establish the Bid Organization charge / Bid Schedule / Bid Document responsibility Matrix and distribute, communicate to Bid Management Team to provide the proposal inputs.
- Monitor Bidding progress, expedite Bid Management Team to provide information input according to schedule & plan and highlight any concerns to Sr.BDPP Executive Officer, Proposal Manager and Bid Manager.
- Participate Bidding Meeting such as Bid Weekly Meeting / Bid risk Assessment Meeting and Cost Review Meeting during Bidding period.
- Combined Clarification request from Bid Management Team and submit to customer after review by Bid Manager, distribute clarification responses received from Customer and summary of clarification to Bid Management Team.
- Initial review and Combine Bid Cost estimation input from Bid Management Team, check there are no errors, inconsistencies, oversights of price form Also give advice Bid Management Team for cost Also give advice Bid Management Team for cost.
- Coordinate, review and/or edit technical documents input from Bid Management Team in proper format according to Customer requirement. Also prepare the technical document which is response by Proposal Division.
- Combined all Bid Documents from Bid Management Team and make Bid Proposal package ready for submission.
- Prepare the Price Approval Sheet and request for TNS Top Management Approval (where is applicable)
- Conduct Handover meeting in case successful Bidding and review Hand over of the bidding

Contract Us

E-Mail: tnsrecruit@thainippon.co.th,
Kingkarn-r@thainippon.co.th

Website: www.thainippon.co.th Line ID: [tnsrecruit](https://www.facebook.com/tnsrecruit)
For details, please call [063-237-9838](tel:063-237-9838)





THAI NIPPON STEEL & SUMIKIN ENGINEERING & CONSTRUCTION CORP., LTD.



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POSITION : Senior Proposal (1 position)

(Permanent)

Qualifications:

- Bachelor's Degree in engineering or related fields.
- Minimum 5 years of experiences related to the job function
- Good Skills in MS Office (Word, Excel, Power point) / Adobe Acrobat (PDF).
- Knowledge of Oil and Gas industry.
- Knowledge of normalization and benchmarking.
- Knowledge of cost budgets, forecasts, general factors and ratios.

Location: Rayong Office, Rayong.

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