



## Proposal Manager

### About 2 Bridge

2 Bridge is the go-to company for those venturing into life sciences. Our mission is to bring science to life by advancing healthcare product development and company building.

To connect the dots and create value, we put in place 2 Bridge Tiger Teams: cross-functional groups of experts tailored to customer's evolving project needs and stage of development. Our unique advantages include speed & efficiency, end-to-end expertise, transparency & oversight, and a dedicated focus on our customer's business goals.

For more information, please visit [www.2Bridge.be](http://www.2Bridge.be).

### The responsibility of the Proposal Manager

2 Bridge is looking for a dedicated and enthusiastic Proposal Manager to support our continued growth. The Proposal Manager will be responsible for compiling proposals by coordinating the different domains required per request for proposal (RFP), and follow the applicable processes. This includes the following activities:

- Ensure a complete understanding of the customer's needs (via RFPs if available, or via dedicated meetings) and translation to the 2 Bridge team.
- Prepare proposals that accurately reflect services to be provided, customer requirements, key selling points, and budget:
  - Lead or contribute to proposal development meetings within 2 Bridge.
  - Work with 2 Bridge Business Development & Alliance Management and subject matter experts to develop the proposal scope, strategy, workload and content.
  - Align with Resource Management for planning of required resource capacity/staffing.
  - Apply relevant costing models to develop proposal budget for endorsement with management.
- Interact with customers during proposal preparation, justification meetings, and in bid defense.
- Perform quality control edits on all documents and participate in the finalization of documents and distribution to the customer and internal departments.



The qualifications/personal skills of the Proposal Manager

- Relevant working experience in a sales/customer service environment (CRO, Biotech, or Pharma) and a minimum of 3 years in a similar position.
- BSc/MSc in life science or related discipline.
- Knowledge of drug development terminology.
- Excellent communication skills (written and verbal) in English. Fluency in French and knowledge of Francophone ecosystem is a plus.
- Accurate, analytical, and eye for detail.
- Result-driven and action-oriented with a strong ability to drive things forward
- Ability to work effectively as part of a team.
- Flexibility to cope with several tasks simultaneously with strong planning skills to deliver according to agreed deadlines.
- Discretion in using company and customer confidential data.

What we offer

- Work in a growing organization with an informal and non-hierarchical way of working (including flexibility in working hours and location).
- Part of an enthusiastic team where human interactions, teamwork and bringing together different perspectives are highly valued.
- Work within different therapeutic areas and with tasks of varying complexity.
- Work with a heterogeneous customer pool (investors, startups, biotech, pharma, and universities).
- A competitive salary package including fringe benefits.

How to apply

Interested? Please send your motivation letter and CV to [HR@2bridge.be](mailto:HR@2bridge.be) by June 15, 2022.