



Job Description for Tenders Manager

Introduction

ASEAN is one of the fastest growing regions in the world, with a population projected to be in excess of 600M by 2030. The construction industry has a critical role in this role as there is a huge need for infrastructure spending to support this growth, especially in core infrastructure such as transport networks and utility infrastructure. Addressing these infrastructural needs will promote trade, growth and social mobility, which are essential components of the region's projected annual growth of 5.2% through 2030.

As **Innovative Builders**, FM sees itself as a key contributor to this unprecedented growth in ASEAN. A huge part of FM's ability to contribute to this wave hinges on seeking and developing talent. Talent that believes in innovation in the way FM does, talent that is dedicated to value-creation for FM's clients, and most of all, talent that believes in building a better ASEAN.

About FM

FM was founded by current Managing Director, Mr. Lim Hong Beng, in 1989. The company received its A1 BCA grading in 2016 and has completed over S\$525M worth of projects across more than 120 projects. FM is internationally recognised for its safety management systems and its innovative approach to building.

FM's vision is to be the trusted civil engineering powerhouse in ASEAN, and FM plans to achieve its vision via three key strategic thrusts :

- FM To provide innovative and eco-friendly solutions
- FM To continuously improve on the competency of employees
- FM To progress its communities with a strong Corporate Social Responsibility program

Responsibilities

The **Tenders Manager** will lead the Tenders Team to participate in public and private tenders. He/She will report to the Executive Director for Tenders and Contracts. Key responsibilities include :

- FM Sourcing, evaluating and procuring identified tender opportunities
- FM Developing and implementing strategies to procure identified tender opportunities
- FM Co-ordinating with external parties during the tender, presentation, clarification and pre-award processes
- FM Working with sub-contractors and suppliers for supporting works
- FM Ensuring timely submission of quality tenders and proposals that exceeds clients' requirements
- FM Preparing contract specification clauses
- FM Assisting task force Project Managers in contractual and costing matters



FENG MING CONSTRUCTION

INNOVATIVE BUILDERS | SAFETY EXPERTS

Requirements

This leadership position requires **10 years** of relevant experience in tendering for civil engineering projects. Other key requirements include :

- A degree or diploma in Civil Engineering, Quantity Surveying or other equivalents
- Extensive negotiating, influencing and decision-making skills
- Proven leadership and interpersonal skills
- Excellent time management and communication skills

If you are interested to create a better ASEAN with FM, please send an email to enquiry@fengming.com.sg with the following:

- A short cover letter explaining why you are the best candidate for the job and your expected salary
- A concise CV detailing your experiences and qualification
- The email should be titled “**Job Interest – Tenders Manager**”

Shortlisted candidates will be notified via email.

Create with us at www.fengming.com.sg

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