



Example of Proposal Engineer Job Description

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Our company is growing rapidly and is looking for a proposal engineer. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for proposal engineer

- Establish the dimensioning and basic design of the technical proposal in collaboration with the Process Manager
- Define, control and assist the technical department on the production of technical documents (PFDs, P&IDs, Layout)
- Request and evaluate proposals and quotations from suppliers, partners and sub contractors
- Establish the cost sheet and selling prices sheet
- Control the technical and economic terms of the offers, and make sure they are in line with clients' needs and competition
- Defend and support the offers with the commercial department, until their final acceptance by the clients
- Ensure the respect of internal quality procedures
- Checks and verifies product shipment dates for warranty
- Relay basic configuration information to ensure proper operation of the installed equipment
- Documents, Files and Archives correspondence and trade docs

Qualifications for proposal engineer

- Minimum of 1-year experience in Customer Service/Sales
- 2 - 8 years experience in process automation projects execution or proposals
- Previous experience in a similar role, working for a security company
- Proven experience of designing and estimating large integrated CCTV, Access Control, Intruder and Perimeter detection systems

- Experience with network technologies and monitoring tools