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## THE COMPANY

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Litostroj Hydro Inc., a rapidly growing subsidiary fully owned by the Wikov Group, is a key player in the hydropower sector. Our approach is marked by a unique style focused on simplicity and efficiency. Strong relationships with various stakeholders are at the core of our projects, and we work with passion and authenticity to achieve our goals. In daily operations, Litostroj Hydro Inc. collaborates closely with a wide network of partners across Canada, the United States, and Europe.

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## ROLE SUMMARY

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Reporting to the General Manager and working closely with the Director of Business Development and Proposals, the **Proposals Manager** plays a strategic role in the company's growth. This individual is responsible for preparing, coordinating, and managing all aspects of the proposal process at Litostroj Hydro Inc., aligning with the organization's business priorities, values, mission, and goals.

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## KEY RESPONSIBILITIES

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- Manage all proposals for Canada and select northern U.S. states, from opportunity identification to transferring the purchase order to the operations team.
- Oversee the full range of proposal types (simple, intermediate, and complex).
- Lead the proposal process and coordinate with all internal departments.
- Ensure the company can meet proposal requirements within deadlines, comply with client specifications, and negotiate exceptions where applicable.
- Work closely with procurement and operations to obtain supplier pricing and cost estimates.
- Determine competitive pricing levels in collaboration with the sales team.
- Assess risks and opportunities and ensure timely and accurate delivery of proposals.
- Conduct thorough proposal follow-ups and participate in contract negotiations alongside the sales team.
- Coordinate all deliverables associated with the proposal.
- Read, understand, and negotiate complex contractual terms within client tenders.
- Write comprehensive, technically and commercially sound proposals in both English and French.
- Maintain in-depth knowledge of current products and a clear understanding of market dynamics to propose creative, tailored solutions.
- Foster internal collaboration with cross-functional teams.
- Support and contribute to the development and execution of the commercial action plan to meet strategic goals related to order intake and sales revenue.
- Grow and maintain the assigned customer portfolio to meet and exceed annual targets in pricing, orders, and revenue.
- Collaborate with the project execution team on all project-related matters after the handover.
- Conduct post-proposal reviews to continuously improve the company's competitiveness in future opportunities.

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## QUALIFICATIONS

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- Degree in Mechanical or Electrical Engineering, or equivalent relevant experience.
- Strong technical background in hydro turbine-generator units or the hydroelectric sector (essential).
- Minimum of 5 years of relevant experience in a similar role and in project management.
- Excellent written, oral, and presentation skills in both French and English.
- Proven ability to work independently, prioritize tasks, and manage multiple deliverables simultaneously.
- Comfortable working under tight deadlines.
- Strong interpersonal and client-facing communication skills.
- Advanced analytical, problem-solving, and conceptual thinking abilities.

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## WORK CONDITIONS

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- Hybrid work model in accordance with the company's telework policy.
- Permanent full-time position, 40 hours per week.
- Dynamic and collaborative work environment offering stimulating challenges in an international context.