

Proposal Manager

Recognized for more than 25 years of growth in visual data mining technologies, Salient delivers a lightning-speed solution that empowers people and impacts business at all levels. As an industry leader, we attribute our success to our cutting-edge technology and to the contributions of our dedicated, forward thinking employees.

We offer a fast-paced work environment focused on the professional development of all employees. As part of our generous compensation package, Salient offers paid time off between Christmas and New Years. We foster open communication and are committed to a team oriented environment.

We are seeking a Proposal Manager to collaborate with Sales and other departments to produce professional proposals for potential clients. This is a full-time position that will be located in Horseheads, NY.

To perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the minimum knowledge, skills and/or abilities required.

Education/Experience

- B.S./B.A. (minimum), preferably in the arts, or equivalent work experience
- Experience writing government (federal, state, local), commercial, or grant proposals
- Experience managing multiple-member project teams, including experience with win-theme development, scheduling, content research, and team organization
- Experience with document-development best practices
- Understanding of proposal-focused business development models and methodologies
- Some experience with legal writing

Primary Duties & Responsibilities:

- Synthesize understanding of Salient's vision, deliverables, and business model with potential clients' business needs to communicate a compelling value proposition.
- Analyze requests for proposals, communicate requirements to appropriate Salient personnel, and contribute to pursuit (go/no-go) decisions.
- Gather information relevant to a proposed deal from various sources.
- Fuse together various inputs received from different members of Salient's organization, and when applicable from the prospect, and create professional and convincing proposals.
- Develop and deliver high-level business development collateral (white papers, grants, RFI responses, etc.) to improve awareness and positioning among Salient's targeted markets, clients, and partners.

Required Skills or Knowledge

- Strong grasp of both concepts and details, strong leadership skills
- Ability to integrate diverse details and concepts into clear, specific and convincing written materials

Functional/Technical Competencies

- Excellent writing and research skills
- Reasonable facility with word processing
- Reasonable ability to understand computer technology
- Proposal-writing certifications are a plus

Measures of Performance

Increase in organizational self-understanding, improvement of sales processes, and creation of strong proposals, all leading to better overall sales results. The employee must perform all of the duties and responsibilities listed at an acceptable level.

Salient Corporation is proud to be an Equal Opportunity Employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, creed, sex, sexual orientation, marital status, military status, veteran status, age, national origin, citizenship, ancestry, disability, predisposing genetic characteristics, domestic violence victim status, or any other status protected by law.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.