

IPC ([www.ipcgmbh.com](http://www.ipcgmbh.com)) works alongside international financial institutions, development agencies, and visionary businesses to deploy the tools of finance to address our world's most pressing issues, including climate change, youth employment, and sustainable agriculture. Our clients and partners include institutions such as the EBRD, EIB, GIZ, KfW, and the EU, as well as commercial banks, investment funds, and private foundations.

Our business development team is central to our ability to achieve long-term benefits for our clients and the businesses they serve. We shape and build IPC's project portfolio, identify new opportunities, and ensure that our consultant teams can provide impactful and high-quality solutions for our clients.

In this context, IPC regularly participates in competitive tender processes, for which we prepare proposals, presenting our experience, proposed staffing, and approach to helping our clients achieve their objectives. For our growing Business Development team, we are currently seeking to employ a

## **Bid Management Specialist (Sustainable Finance) (f/m/d)**

Location: Frankfurt a.M., Germany

### **About you**

You are an experienced international development co-operation specialist with a basic understanding of sustainable finance, familiar with official development assistance (ODA), institutional funding, technical assistance, and with a very good knowledge of stakeholder management. You enjoy playing a key role in multi-disciplinary teams, working with partners and colleagues in multiple locations. In addition, you also bring the following qualifications:

- 3+ years of relevant full-time work experience in international development co-operation and proven record of preparing winning proposals for IPC's key clients like GIZ, EBRD, EIB, KfW, and EU, with a deep understanding of our clients' requirements
- excellent written and oral communication skills in English and French
- desire to take responsibility and proactively contribute to improvements in business outcomes
- demonstrated ability to work within tight deadlines and effectively prioritizing among multiple work streams
- experience living and working in cross-cultural or multi-cultural environments

### **About the role**

You will be responsible for the timely and high-quality presentation of IPC's capabilities in the areas of development finance, climate finance, and related topics in response to technical assistance tendering processes, by co-ordinating all aspects of the proposal preparation process.

- identifying suitable business opportunities in IPC's main areas of work, in line with the firm's strategy
- leading individual tender processes, including setting and tracking proposal development timelines, ensuring co-ordination amongst relevant teams, supporting the selection of expert teams as well as providing overall quality control and ensuring timely final submission
- leading the development of project concepts and consultation meetings with internal and external stakeholders, drawing on own technical expertise and experience
- leading the identification of partners, including partner assessments and drafting teaming agreements

If you are looking for an interesting and multifaceted job in a multi-cultural and dynamic work environment, we look forward to getting to know you. Please send a motivation letter, your complete set of application documents (CV and reference documents) to [hr@ipcgmbh.com](mailto:hr@ipcgmbh.com) with the subject "Bid Management Specialist" no later than 15 December 2022.