

Technical proposal writer

In response to our growth and new opportunities, NTU is looking for a dedicated and detail-oriented proposal writer to develop technical proposals for international donors' funded projects.

Your responsibilities

- Development of technical proposals/methodologies for tenders from multiple international donors such as EU, EIB, World Bank, ADB, AfDB, GIZ, mainly in the technical areas of transport, infrastructure, environment, and energy.
- Participation in technical design sessions on proposal strategy, discussions with partners and technical specialists and review sessions.
- Development of technical narratives, collecting and integration of contributions, and revision of sections based on written comments and feedback during review meetings.
- Contribution to setting best practices for proposal writing processes, standards, and templates.

Key Requirements

Being responsible for proposals, your attention to detail and ability to understand and process complex information and present it as tangible outputs and deliverables will be key to secure new projects for the company.

In addition to the above, we expect you to have:

- A Master's degree in the relevant field (e.g. International Affairs, Communications, Economics, or Engineering).
- Minimum 3-5 years of relevant experience in writing proposals for international donors such as EU, EIB, World Bank, ADB, AfDB, GIZ, etc.
- Full professional proficiency in English, with exceptional writing skills.
- Knowledge of French language is considered as a plus.
- Great teamworking and communication skills as well as independent drive and an eye for detail.
- A structured and organized mindset with an excellent ability to work under pressure.
- High proficiency in Microsoft Office Products (Word, Excel, PowerPoint, OneDrive/SharePoint, and Teams).
- Specific technical knowledge of the following sectors is considered an advantage but not a requirement: transport, infrastructure, environment and energy.
- Familiarity with development topics, particularly capacity development, community engagement, innovation etc.

Working at NTU International

At NTU, people are our most important asset. Our collaborative and multidisciplinary work environment creates excellent opportunities for professional and personal development. As an international consultancy company, working with international development projects all over the world, including remote areas and conflict regions, we work across all disciplines and our projects are consistently managed through holistic and innovative approaches. Our projects deliver value to both clients, stakeholders and local communities, and we work with a high

level of integrity. We are proud to show up to work every day, knowing that we work towards a greater purpose.

Conditions

We are flexible in terms of practical arrangements: start date, location (Aalborg or your home base) and working modality.

Want to be a part of the team?

Interested candidates are encouraged to apply by submitting their application to **Vaida Cerneckyte-Larsen** at vac@ntu.eu before **12th of November 2021**. Please mark your application with “Proposal Writer”. Only selected candidates will be contacted.

About NTU International

For almost three decades, NTU has been delivering sustainable development projects and advisory services within engineering, policy, economics, and social fields. With more than 1.100 international projects and studies already completed, and 15 project offices around the world, we have established ourselves as a leading consulting company.

Read more about our projects, services and approach on our website: www.ntu.eu For more impressions, see our LinkedIn: www.linkedin.com/company/ntu-international/