

Rajesh.P Raveendran

SALES MANAGER



E-MAIL

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CONTACTS

Mobile: +974 33606371

PERSONAL DATA

D.O.B.: 22/06/1974

Nationality: Indian

PASSPORT DETAILS

Passport No: R 81972183

Visa Status: Transferable

LANGUAGES KNOWN

English (Read, Write, & Speak),

Hindi (Read, Write, & Speak),

Malayalam (Speak),

Arabic: working knowledge

DRIVING LICENSE

Indian, KSA & Qatar Driving License

Target-oriented, Senior Level Business Development / Sales Professional with over 22 years professional in diverse business environments that demand strong organizational, technical and interpersonal skills. Seeking a long-term career, while help to grow my organization by playing Key Role in achieving its goals in the areas of Management. Profit from the entrepreneurial corporate culture to make the most of internal talent and develop a meaningful career path, striving towards the best practice in every accomplishment.

To be an accomplished professional with a quest for continuous learning and improvement, thereby optimizing my talents and abilities to benefit the organization I am associated with.

Key competencies include Sales, HR, Administration & Operation professional and result oriented. Excellent interpersonal communication and management skill. Have a high degree of self-motivation ability to manage a team.

AREAS OF EXPERTISE

- ✓ **Excellent Communications Skills & Management**
- ✓ **Business Development Skills**
- ✓ **Key Account Management**
- ✓ **Client Development & Retention**
- ✓ **Collection/Recovery**
- ✓ **Project Valuation**
- ✓ **Sales & Marketing**
- ✓ **Team Management**
- ✓ **Product Marketing & Promotion**
- ✓ **Mentoring & Developing Teams**

CORE COMPETENCIES

- ☑ An astute and result oriented professional of proven experience in Sales & Marketing, Developing Business Opportunities, Strategy Planning, Dealer Management and Team Management.
- ☑ Accomplished Business Development Executive with 18+ years' Experience in HR, Administration, Operation & Sales Identifying new streams for revenue growth and developing marketing plans to build consumer preference. Conceptualizing and implementing sales promotion activities for brand building and market development.
- ☑ Managing office independently, Meeting, planning, Secretarial background and experience within a Blue-Chip Environment.
- ☑ Monitoring competitor's activities in market and coordinating with management to formulate suitable marketing strategy

- ☑ Solidified an exclusive partnership with clients, expanding business and distribution operation throughout major clients.
- ☑ Dynamic, Aggressive, Professional and result oriented have a high degree of self-motivation. Solid professional standards with a track record of dependability, effective problem solving.
- ☑ Strong analytical skills with business acumen to positively contribute to organization's bottom line.
- ☑ Efficient in all aspect of duties, hardworking, honest and friendly approach, acquired excellent PR ability to deal with people at all level, capable of making independent decisions in high pressure environment
- ☑ Ability to quickly learn new systems and processes.
- ☑ Lead, train, and monitor the performance of team members to ensure efficiency in sales operations and meeting of individual and group targets.
- ☑ Conduct meetings for setting up sales objectives and designing or streamlining processes to ensure smooth functioning of sales operations.
- ☑ Have extensive knowledge of all the major companies and projects in Doha Qatar & Jubail Industrial city. More over having a good contact with all companies in the Eastern Region of Saudi Arabia and State of Qatar.
- ☑ Identifying new streams for revenue growth and developing marketing plans to build consumer preference. Conceptualizing and implementing sales promotion activities for brand building and market development.
- ☑ Strong analytical skills with business acumen to positively contribute to organization's bottom line and Experienced in managing sales pitch to 'C' level executives

PROFESSIONAL EXPERIENCES

SALES MANAGER
till date

January 2015

Doha Regional Plastic Solution (DRPS)
(Manufacturer of HDPE Pipes & Fittings)

Doha - Qatar
DOHA REGIONAL
Plastic Solutions

Doha Regional Plastic Solution (DRPS) is the leading **Qatari** manufacturer of **HDPE Pipes & Fittings** for **water supply, Marine Application, LV/HV/EHV Electrical and QNBN ducting, Water Application** offering a full range of HDPE system solutions with integrated and diverse product portfolio all **MADE in QATAR**

DRPS has also entertained the product portfolio with high quality set of professional services whether on the level of engineering, testing or welding & installation capability.

DRPS has bravely made it through by meeting all the international standards and managed to obtain most of the recognized approvals and certificates e.g. **WAARS, ISO 9001:2015, Kahramaa, Ashghal.**

- Managing sales of HDPE Pipes & Fittings overall in charge for sales division and installation team.
- Managing annual revenue target of 20 Million QAR.
- Proactively identifying changes in market demand and modifying strategies for expansion of market share & achievement of revenue targets; bringing out USP of all products to achieve higher revenue realization.
- Delivering presentations to consultants, architects & PMCs to create favorable disposition towards the company's products, solutions & service offerings; managing customer RFQs and preparing techno-commercial proposals long-term customer relationships
- Visits potential customers for sales and follow-up, including maintaining commercial and technical interface between principal and customer. Make product presentations to customers that specifically address the customer's Objectives Prepare commercial offers against client requirements.
- Building excellent rapport and relationships with customers; maintaining contact across the customer base to build robust.
- Make product presentations to customers that specifically address the customer's Objectives.
- Developing & implementing marketing activities for promoting the brand image of the organization; organizing product promotion events and arranging for stalls in exhibitions.
- Be in closely contact with consultants, contractors, engineers and other technical people regarding product technical details, applications, installations and other relevant aspects Negotiate prices, deliveries, specification with customers and suppliers to secure the Orders.
- Do product survey for the competitive products in the market Support in various issues, Purchasing, logistics, and training as required
- Conceptualized & built a new system for generating sales leads, resulting in 25% improvement in sales performance
- Guiding sales teams and helping them achieve their sales targets, Amplified client base in the Qatar by 30% from the beginning of factory since 2015.
- Turned around the consumer sentiment to generate record-high revenue growth of 50% resultant of durable effort and appropriate objective strategies.
- Churned business from competitors like put your comments here by analyzing customer infrastructure and accordingly proposing appropriate solutions

ASST. SALES MANAGER
2009 till January 2015

August

Al Shareef Holding Co (Skyeye Steel Co)

Doha - Qatar



Skyeye Co. (SOC) is a 100% Qatari single owned company and is an authorized dealer of Qatar Steel Co and one of the subsidiaries of Al Shareef Holding Co and an authorized dealer of Qatar Steel Co engaged in reinforcement steel straight bar's and cut& bend, supply / trading business. The company offers reinforcement deformed straight and cut & bend bars and Epoxy coated debars produced at Qatar Steel which conforms to national and international standards such as QD30/QD43/QD47 [Qatar], BS 4449: 1997 Grade B500 B [British].

It's is a subsidiary of Al Shareef Holding Co, renowned for its self-acclaimed value in the field of reinforcement Steel supply, flagged with I.S.O. Certification. Skyeye Co has the technology and the

expertise to offer quality services to the ever-growing construction requirements of the state of Qatar. The state of Qatar, offers excellent business opportunity and higher growth rate on account of the government's desire to create an excellent infrastructure.

- Market watch / requirement analysis and lead generation, enquiries from contractors.
- Visiting clients, contractors on daily basis for products specified presentations & approvals.
- Contact with customers for requirement clarifications (if any) and co-ordination with appropriate internal departments (Estimation, Engineering etc)
- Handling quotations (Preparation / Submission / follow up etc...)
- Negotiation and finalization with customer / end-user
- Product discussions/clarifications to customers / end users on demand.
- Develop market strategy for enhancing the sales volume of the company
- Review the weekly, monthly and quarterly targets for getting specified various projects.
- Arrange meetings with key decision makers, sales forecasting on monthly quarterly and yearly basis.
- Business generation from existing and new clients, price quotations and follow ups
- Make customer senior executive-level calls and earn the trust required to build strong long-term relationships.
- Focus on product supply queries and customer needs satisfaction as the key to ensure continuous business growth

Sales Engineer cum Supervisor

(Mar 2001 – July 2009)

ATTIEH GROUP HOLDING CO LTD (Attieh Steel Oil & Gas Div)
Saudi Arabia



Worked with the **Attieh Steel Co Ltd (Oil & Gas Division)** as a **Sales Supervisor**. (ASL deals with Stainless Steel & Carbon Steel: - Pipe, Fittings & Flanges, **ASL** is a Leading stockiest in Middle East having their warehouse all around the GCC, in Oil and Gas Division.) Now shifted to Qatar to Develop Oil & Gas Business.

Managing the office administration work on behalf of the Regional Manager in accordance with proper company procedures internal guidelines, personnel and payroll records and staff management. Set achievable goals and deadlines, Hire result oriented and high performing clerical and administrative personnel. Prepare and review operational reports and schedules to ensure accuracy and efficiency, analyze internal processes and recommend and implement procedural changes to improve operations observed and evaluated workers' performance, resolved complaints and answered questions of customers regarding services and procedures. Scheduled weekly meetings, managed executives' calendars, met with clients, and handled business and administrative details perfectly. Distributed correspondence and responded to inquiries daily.

- Hold full responsibility for total sales operations through direct leadership and supervision of a Sales Manager, and network of 21 independent companies including Projects & EPC Contractors.
- Review the weekly, monthly and quarterly targets for getting specified various product range.
- Accomplished career track known throughout the industry for delivering and sustaining revenue and profit gains within highly competitive Saudi Industrial Market.
- Arrange meetings with key decision makers, sales forecasting on monthly quarterly and yearly basis.
- Business generation from existing and new clients, price quotations and follow ups
- Reformulate products as per product requirement of the customer, product Marketing.
- Exceptional communicator with a consultative style, strong negotiation skills, exceptional problem-solving abilities and a keen client needs assessment aptitude.

- Solidified an exclusive partnership with clients, expanding Pipes (SS & CS) and related Accessories, distribution operations throughout major clients that included SABIC, Royal Commission etc.
- Make customer senior executive-level calls and earn the trust required to build strong long-term relationships.
- Create and articulate customer value propositions for services offerings.
- Knowledge of assigned customers business and the Industry segment(s), and of global services and solutions business, services sales, marketing and go-to-market strategies and methodologies.

Generated business from **0 – 2,000,000.00 per month** with in period of three months.

Served a primary point of contact for all concerned in relation to inventory replenishments, product shipments, pricing, and dispute issues to ensure expedited problem resolutions and customer retention levels. Aggressively identify opportunities, develop focus, and provide tactical business solutions.

HR & Operation Manager

(July 1997 – February 2001)

ALMOSTAQDEMOON-RECRUITMENT (Project Management & HR Consultancy)

Dammam, Saudi Arabia

(M/s Mostaqdemoon is a 100% Saudi owned Licensed Recruitment office having Business Partnership with M/s SOS International from India and I was appointed as HR & Operation Manager.

Managing office independently, meeting planning, Project Management, organizing supply of rental Equipment & Manpower to projects / contracting / petrochemical Co etc. and International Recruitment mainly from India, Bangladesh, Nepal, Sri Lanka, Indonesia & Philippines etc.

Responsibilities as HR Supervisor

- Type correspondence, memos, surveys, payment vouchers, position codes, and other materials;
- Establish and maintain computer records, including recruitment files and tests, general files and other information on sick leave, payroll, vacation pay, attendance cards, and hourly time records; maintain confidential employee information and records.
- Perform office services such as filing of documents, duplication, stocking of supplies and monitoring of equipment.
- Maintain an accurate employee telephone list and other necessary databases.
- Answer incoming calls and transfers to appropriate staff members.
- Assist employees with routine personnel related questions as the first point of contact for employee related issues.
- Prepare and maintain list of monthly evaluations due for appropriate departments. Perform related duties and responsibilities as required.
- Prepare recruitment and selection materials as well as application packets and new employee orientation packets.
- Ensure that job announcements are posted and logged; compile necessary statistics for each recruitment. Distribute application packets to applicants and assist with routine recruitment related questions.
- Greet and direct interview applicants to appropriate location. Complete "eligible" s" correspondence. Interviewing applicants; register applicants; pass out materials; score tests.
- Track hours for non-District personnel such as Manpower or temporary employees. Review, verify and process payroll documents. Verify information on timecards and make appropriate corrections.

- Input and verify posting of leave requests. Prepare and distribute payroll checks to employees. Fully Handling International Recruitment mainly

Responsibilities as Operation Manger

Monitoring competitor's activities in market and coordinating with management to formulate suitable marketing strategy. Preparation briefing in higher management and monthly progress report, controlling all type of correspondence and distribution to internal staff and sub-contractors for smooth operation Self correspondence, arranging document for ID (ARAMCO, SABIC etc.), passport renewal Evaluated training programs for staff and implemented new training solutions that meet the needs of the business and the people. Follow-up research concluded, improved budgets, increased profits and improved morale.

Preparation briefing for G.M & Project Director, more over having a good contact with all companies in Eastern Region of Saudi Arabia.

QUALIFICATION

Educational Qualifications

- Up to 10+2 in Gandhi Memorial Higher Secondary School (University of Bhopal)
- B.A (History) from Ravi Shankar Collage –Raipur (University of Bhopal)
- Diploma in Automobile Engineering Kollam – Kerala
- Knowledge in Computer Package, MS Word, MS Excel

Interests & Hobbies

Visiting new places, reading, cultural activities, theatre, and exhibitions.

Personal Details

Nationality	:	Indian
Date of Birth	:	22/06/1974
Marital status	:	Married
Passport #	:	R 8197213
Driving License	:	Indian, Saudi Arabia & Qatar License
E-Mail	:	prajesh.nandu@gmail.com
Contact #	:	00974 33606371

I hear by declare that all the information furnished above is true and correct to the best of my knowledge and belief.

Rajesh. P. R

*Supporting Documents and References will be provided on request *