



RESUME

NOEL D'SOUZA

Cell: 9769016342/7977771622

Personal Information

Nationality : Indian

Date of Birth : 13/5/1960

Place of Birth : Mumbai

Permanent Address : 403, Kanchan,
Holy Cross Road Extension,
I.C. Colony,
Borivili (West),
Mumbai 400 103.

Languages Known : English, Hindi, Marathi & Konkani.

Academics

SSC (Pune Board) 1975 - 76
St. Blaise High School - Andheri
Passed with a First Class (66%)

Professional Qualification

Diploma in Electrical Engineering 1976 - 80
(D.E.E.)
Shri Bhagubhai Mafatlal Polytechnic,
Andheri.
First Class with 68%

Undergone **Inplant Training** of 6 months in LARSEN & TOUBRO LTD. in their Switchgear Factory and 6 months in WESTERN RAILWAY.

Also well-conversant with Microsoft Office: Word, Excel, Power Point, Email, Internet, etc.

Work Experience

TOTAL WORK EXPERIENCE - 37 Years

Engaged with the following Companies:

1. ASSOCIATED CABLES P. LTD., MUMBAI - 6 YEARS & 6 MONTHS

Sr. Manager - Sales Sept 2011 till May 2018

JOB PROFILE

Responsible for expanding the customer base by various means such as vendor registrations, contacting new clients, consultants & EPC contractors also handling exports.

2. APAR INDUSTRIES LTD., MUMBAI - (2 years)

Dy. Manager – Sales - Aug 2009 to Sept 2011

JOB PROFILE

Thoroughly involved in increasing the company's client base by getting the company's brand approved by consultants, clients, contractors, etc. Getting new enquiries, preparing of quotes against enquiries/tenders from industries as well as Government utilities, follow-up of quotations/attending to clients' technical/commercial queries, obtaining Orders and execution of the same. Follow-up of payment, etc.

3. PARAMOUNT COMMUNICATIONS, MUMBAI - (2yrs.3 mths.)

Deputy Manager – Sales - Jan 2007 till April 2009

JOB PROFILE

Involved in preparation of quotations against enquiries/tenders from industries as well as Government utilities, follow-up of quotations/attending to clients' technical queries, finalization of Orders and execution of the same. Interacting with dealers. Follow-up of payment etc. I attend all IEEMA meetings, our company has participated in Elecrama 2008 & coordination for same was done by me. Successfully completed e-registration for Mahagenco, Mahatransco & Mahadiscom enabling our company to successfully participate in e-tendering and also for their project requirements through contractors. Actively involved in development of new clients.

Clients handled: Mahagenco, Mahadiscom, Mahatransco, BEST, Voltas Ltd. Blue Star Ltd., Pipavav Shipyard Ltd., ABB Ltd., L&T, Jaybharat Textiles, Intertrade Commercial Services, Leena Powertech Engineers, Gammon India, Hathway, Sterling & Wilson, Subhash Projects & Marketing Ltd., Cipla, Tecnimont ICB, Aker etc.

4. **INDORE COMPOSITE PVT. LTD., MUMBAI - (5 months)**

In-charge Marketing - August, 2006 till Dec. 2006

This company manufactures FRP Rods, Glass roving, Rip cord & Binder yarn. These are used in manufacture of Optic Fiber cables.

JOB PROFILE

Handling the entire sales-All India i.e. negotiating orders, coordinating payments, etc. Getting involved in customer complaints and resolving their issues, forecast market requirement, develop business for new products, plan marketing strategy, prepare MIS reports, etc.

5. **MIRACLE NON-WOVEN PRODUCTS, MUMBAI - (2yrs.6 mths.)**

Sales Manager – Technical - Mar. 2004 till July 2006

Company manufactures water swellable tapes in semi-conducting and non-conducting range. These are used in cables. They also manufacture wadding and inter-lining for the garment industry.

JOB PROFILE

***Miracle** wanted to diversify into non-woven water swellable tapes business. These tapes are used in the cable industry. I was given the task of finding out Companies using these tapes and getting the specifications/samples of the same. I was successful in getting this information.*

These specifications and samples enabled the Company to manufacture the tapes as per client's requirements. Catalogues for these tapes were also prepared by me. I was also

Successful in securing good business for the Company. I also maintained good and excellent rapport with major clients.

Handling sales and marketing of their products. Interacting with all CABLE Companies (Power Cable & Telecommunication Cable Companies).

6. **GANDHI ENTRANCE AUTOMATION, MUMBAI - (10 months)**

Sales Engineer - May 2003 till Feb. 2004

JOB PROFILE

Involved in promotion of their products i.e. automated entrance systems.

7. CABLE CORPORATION OF INDIA LTD., MUMBAI - (21 years)

a. Western Region - Sales Department - May 1982 to Feb.1989

JOB PROFILE

As Sales Assistant I was involved in marketing of electrical motors and cables, handled enquiries, quotations, negotiations, indenting, order confirmation, follow-ups, invoicing, etc.

b. Production/Planning Departments - Mar. 1989 to Dec.1998

JOB PROFILE

In-charge/responsible for the entire Production Dept. & met targeted requirements and was responsible for all related problems of production like break-down, maintenance, etc. Also handled the administration of the Department.

Based at Production Planning Department at Borivili and was handling planning of monthly targets, day-to-day planning of production of various departments and follow-up of the same.

c. Corporate Sales & Marketing - Jan. 1999 to Jan. 2002

JOB PROFILE

Involved in compiling Management Information Systems (MIS) data which includes day to day despatch/collection figures. Interacting with Regions and Factories (Borivili & Nasik), prioritization of orders, follow-up for urgent manufacturing, inspection of cables and despatches. Also handling sale of non-moving cables through portals.

d. Western Region – Sales Department - Feb. 2002 till April 2003

JOB PROFILE

Involved in preparation of quotations of enquiries/tenders from industries as well as Government utilities, follow-up of quotations/attending to clients' technical queries, obtaining Orders and execution of the same. Follow-up of payment and Sales Tax Concessional Forms.

8. KRISHNA STEEL INDUSTRIES, MUMBAI - (1 year)

Trainee Elect. Supervisor - June 1981 to May 1982

JOB PROFILE

Worked in the Electrical Maintenance Department. I was responsible for breakdown on the electrical side. Also carried out Preventive Maintenance of Electrical machines on weekly-offs.

Objectives & Interests

To seek a competent position in an Organization where I can enhance my skills and strengths in conjunction with the Organization's goals.

My Strengths

Good patience. No ego. Open minded working. Like team work and always take people together in the learning process.

Hobbies

Reading, Playing Chess, Bridge, Listening to Music, etc.

References

*Mr. Jayesh Kotak
Mr. H.S Jasapara*
