

02/2014 - 02/2019

International Sales Engineer

Provided the Pre-Sales and After-Sales service of specialty valve sales for key users around the world such as: Pemex, CFE, Chevron, Lukoil, Flint Hills and Eastman. Developed a quoting spreadsheet to reduce the quoting process time of the whole Sales Department.

Main Tasks and Key Contributions:

- Followed up on the progress and delivery on time of sales orders from quoting to shipping stages.
- Worked as the Sales Department representative on the rehabilitation of Eastman Kingsport plant after an explosion in 2017 (\$10.5M USD project). Managed with involved departments conference calls for status update, order shipments and provision of the required documentation on time (drawings, production schedules, packing lists, order confirmations, etc.)
- Developed an Excel spreadsheet to automatically quote several types of valves, significantly improving the delivery time of proposals (30-40%). This spreadsheet is still used seven years later every day by all Sales Engineers.
- Internal Auditor as per API Q1 and ISO 9001 2015 (2017-2020).

01/2011 - 02/2014

Junior Electrical Engineer

Worked on the electrical plans design of a company that provides design and installation of mechanical, electrical and plumbing services for residential and corporate constructions.

Main Tasks and Key Contributions:

- Electrical load consumption analysis.
- Selection of materials according to installation requirements.
- Design plans development via AutoCAD 2D.

Education and Technical Proficiencies

MECHANICAL ENGINEER 08/2007 - 12/2011
INSTITUTO POLITÉCNICO NACIONAL (ESIME CULHUACÁN)

Technical Skills:

Microsoft Office (Word, Excel, PowerPoint, Outlook, Project), Microsoft Dynamics 365 (ERP), Adobe Acrobat PRO, Microsoft Teams, Zoom

Training / Courses

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|-----------------------|---|----------------------------------|
| • Strategic Sales | • Introduction to Project Management | • Advanced Excel |
| • Key Account Manager | • Project Initiation: Starting a Successful Project | • ISO 9001:2015 |
| • Sales Negotiation | | • Internal Auditor API Q1 |
| • Advanced Excel | | • Internal Auditor ISO 9001:2015 |

Languages

English
Proficient

Spanish
Native

French
Beginner