**CURRICULUM VITAE**

***Naman Gala***

◆Phone: +91 8411807860 ◆E-mail: [namangala77@gmail.com](mailto:namangala77@gmail.com) ◆Location: Mumbai

**EXPERIENCE**

**PSL India Pvt. Ltd. (Soccer Connections), (Aug 2014 – Dec 2015)**

Position -Head: Business Development & Operations

***Nature of Work:***

* Overall operations management including day to day ground management & coordination.
* Ensure fulfilment of existing clients needs and maintain healthy relations
* Identify & build relationships with new potential clients by networking & cold calling.
* Prepare decks and make presentations to clients, manage negotiations, convince & close deals.
* Market research & develop innovative strategies & schemes to attract potential clients
* Team Management: Conduct weekly coaches & team review meetings to track overall progress & feedback on challenges faced during the week.
* Identify potential talent for training
* Vendor Management: Identification of new vendors in the circuit, bring in creative products & manage negotiations.
* Making sure the client database is up to date at any given point of time.
* Conduct in-house induction programs for coaches.
* Client feedback & grievance handling
* Cash flow planning.
* Event planning & execution.
* Business analysis & making projections to set targets and achieve the numbers.
* Ensuring follow ups & payment collections in specific time
* Celebrity kids training management

***Achievements***

* Successfully organised the Inter school football championship: Junior Football Championship (JFC) with 400 kids participating from elite schools & NGO’s.
* Signed up in-curriculum training programs at reputed schools mid-term (280 kids aged between 2yrs to 12yrs)
* Event Sponsorships: Successfully tied up with elite sponsors for the JFC.
* Successfully organised soccer theme birthday parties for well-known families in Mumbai.

**Simplex Prefab (Precast Construction), (Oct 2012 – July 2014):Khopoli/ Nariman Point**

Position: Project Manager & Marketing Manager

***Nature of Work:***

As a Project Engineer (Oct’12 – Jul’13)

* Precast projects on site execution for AdlabsImagica (Khopoli) , Nhavasheva logistics (JNPT), NPCIL (Ratnagiri)
* AdlabsImagica – 3nos Precast control rooms, NhavaSheva& NPCIL – Precast Hollow core boundary wall 6 kms.
* Project engineer for the above three projects which included precast material management, manpower & equipment handling, documentation & daily progress records, coordination with production unit, logistics for timely material delivery, grievance handling& client feedback.
* Precast production unit knowhow – Precast pre-stressedHollow core slab production, tilting table production, battery mould & staircase mould production, RMC plant operations.

As a Sales & Marketing Manager (Aug’13-Jul’14)

* Client relationship management
* Manage existing clients & build relationships with new potential clients using networking & cold calling.
* Make client specific presentations
* Hosting client visits at plant, explaining the technology & rounds of technical discussions with design, production & project departments
* Coordination with internal departments
* Tender preparation with documentation & tender bid processing
* Prepare proposals & techno commercial negotiations with client, convince & close deals.
* Market research and strategic planning to attract more business.
* Making yearly targets & maintain progress records.
* Update job knowledge by participating in educational opportunities.

**Vijay Group, (Apr 2011 – May 2014): Thane**

Position: Civil &Liaison Engineer

***Nature of Work:***

* Site execution of an under construction tower (G+12)
* Supervision, shuttering (column ,beam ,slab), slab checking, casting, concrete mix design, reinforcement steel checking, quality supervision, safety on site & daily progress reports
* Coordination with Contractor & manpower management
* Revenue records: Land procurement in Karjat, Raigad district, Maharashtra
* Land documentation – 7/12,6A,8A,Gutbook, TILR Survey
* Visiting various government depts. in relation to above documentation
* Conversion of Land procedure – Agricultural to Non Agricultural
* Municipal architects, design architects, town planning divisions’ coordination.

**R R Patel Contractors (2010)– Thane**

Position: Trainee Engineer (Internship)  
  
***Nature of Traineeship:***

* Construction process of G+14 building.
* On site activity management.
* Interaction with labour contractors, carpenters, masons, material suppliers
* Preparation of Daily Progress Report
* Finishing activity.

**I.T. SKILLS**

* Advanced Skills in - MS-Excel, Word, PowerPoint
* Microsoft Project
* Social Media Marketing

**ACADEMIC PROFILE**

|  |  |  |  |
| --- | --- | --- | --- |
| **EXAM** | **INSTITUTE** | **YEAR** | **GRADE** |
| B.E. Civil | MIT, Pune University | 2010 | First Class with Distinction |
| HSC, Mumbai | RamnarayanRuia College | 2006 | A (First Class) |
| SSC, Mumbai | Don Bosco High School,  Matunga | 2004 | A (First Class) |

**LANGUAGES**

* *English*
* *Hindi* and *Marathi*
* *Gujarati & Kutchi (Native)*

**EXTRA CURRICULAR ACTIVITES AND HOBBIES**

* Running – For fitness
* Hiking – Northern India
* Bicycling & association with BCC
* Social & digital media
* Music & Guitar

**UNIQUE SELLING POINT**

* Strong work ethic
* Determination to learn, develop and grow
* Creative thinking, positive attitude and being organized

**BEST FIT FOR**

* Business Development
* Sales Execution
* Marketing
* Operations management (On/Off ground)

**REFERENCES-** *Available on request*