

## Frederick Savio Emmanuel

#23, 6<sup>th</sup> Cross Sadguru Layout  
Kanshiramnagar, Bangalore-560097

Mob-09916918973

E-mail ID - [frederick240765@gmail.com](mailto:frederick240765@gmail.com)

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Result oriented construction industry professional. Proven leadership and client dealing capabilities. Background includes working with M/s. Aashrayaa Projects.

### **Qualification:**

B.Com & One year Diploma in computer courses (A.D.S.T, Advance diploma in software technology) from Sherkot (UP)

### **Professional Experience:**

#### **M/s. HARJI ENGG WORKS (Pvt.) Ltd.**

Chandrapura Thermal Power Station,  
Chandrapura,  
Dist-Bokaro, (Jharkhand)  
Pin-825303

**Designation:** Site Accounts, Billing & Store Manager

**Duration:** April 2004 to 2006

**Nature of work:** Billing works, MAINTAINING THE Site Accounts & Stores

**Responsibilities and work executed:** Planning of monthly Bill, preparation of monthly & weekly programme, maintaining records of inward & outward as per ISO, Preparation of Monthly Staff Salary & Labour Wages, Bank Reconciliation & Other Miscellaneous work, inward & outward Invoicing of purchase, Checking Store Records (All the billing Work is done in SAP)

### **Worked with Clients:**

M/s. NBCC Ltd.  
M/s. Bharat Heavy Electricals Ltd.  
M/s. Damodar Valley Corporation

#### **M/s. SNC Power Corporation (Pvt.) Ltd.**

Chandrapura Thermal Power Station,  
Chandrapura,  
Dist-Bokaro, (Jharkhand)  
Pin-825303

**Designation:** Site Accounts, Billing & Store Manager

**Duration:** April 2006 to 2007

**Nature of work:** Billing works, MAINTAINING THE Site Accounts & Stores

**Responsibilities and work executed:** Planning of monthly Bill, preparation of monthly & weekly programme, maintaining records of inward & outward as per ISO, Preparation of Monthly Staff Salary & Labour Wages, Bank Reconciliation & Other Miscellaneous work, inward & outward Invoicing of purchase, Checking Store Records (All the billing Work is done in SAP)

### **Worked with Clients:**

M/s. NBCC Ltd.  
M/s. Bharat Heavy Electricals Ltd.  
M/s. Damodar Valley Corporation

**M/s. HARJI ENGG WORKS (Pvt.) Ltd.**

VISAKHAPATNAM STEEL PLANT (VISAKHAPATNAM)

**Designation:** Accountant, Billing & Store Manager

**Duration:** April 2007 to 2009

**Nature of work:** Billing works, Stores, Accounts & Looking overall Fabrication & erection Work.

**Responsibilities and work executed:** Preparing of Quarterly Bill and planning of monthly Bill, preparation of monthly & weekly programme, Chasing for Inspection Certificates for Monthly Bill, Quality Work (R.T & U.T For the Joints) , maintaining records of inward & outward as per ISO, , Preparation of Monthly Staff Salary & Labour Wages, Bank Reconciliation & Other Miscellaneous work, inward & outward Invoicing of purchase, Checking Store Records (All the billing Work is done in SAP)

**Worked with Clients:**

M/s. M.N. Dastur & Co.

M/s. Rashtrya Ispat Nigam (VSP).

**M/s VA TECH WABAG Limited.**

VISAKHAPATNAM STEEL PLANT (VISAKHAPATNAM)

**Designation:** Accountant, Billing & Store Manager

**Duration:** March 2009 to Jan '10

**Nature of work:** Billing works, MANTANING THE Site Accounts & Stores

**Responsibilities and work executed:** Preparing of Quarterly Bill and planning of monthly Bill, preparation of monthly & weekly programme, Preparation of Monthly Staff Salary & Labour Wages, Bank Reconciliation, Collection of Bill from finance department of VSP & Other Miscellaneous work, inward & outward Invoicing of purchase, Checking Store Records (All the billing Work is done in SAP)

**Worked with Clients:**

M/s. M.N. Dastur & Co.

M/s. Rashtrya Ispat Nigam (VSP).

**M/s One World Ventures.**

Electronic City (Bangalore)

**Designation:** Site Accountant, Billing, Investor Relations & Store Manager

**Duration:** March 2010 to 2014

**Nature of work:** Billing works, Investor Relation, MANTANING THE Site Accounts & Stores

**Responsibilities and work executed:** Preparing of Quarterly Bill and planning of monthly Bill, preparation of monthly & weekly programme, Preparation of Monthly Staff Salary & Labour Wages, Bank Reconciliation & Other Miscellaneous work, inward & outward Invoicing of purchase, Checking Store Records (All the Accounting Work is done in Tally ERP-9) & Prepareing Sale Deed for Registration, Registration Works & Investor Relations etc

**M/s SLN Urbanscaape India Pvt Ltd.**

Sahakarnagar (Bangalore)

**Designation:** Customer Relationship Manager

**Duration:** March 2014 to 2016

**Nature of work:** Managing the sales Team for sales of Apartment and plots

**Responsibilities and work executed:** Collecting data from portals, distributing to the team mates, Explaining about company projects, follow up for site visits and lead generation, Co-coordinating with logistics to arrange site visit for lead generated clients, Training new team mates, Attending clients at the site in the absence of sales team, Managing team people with their attendance and leave records, Sending monthly feed back of leads to the seniors. sales.

**M/s G.M.Builders & Developers.**

Sahakarnagar (Bangalore)

**Designation:** Sr. Manager Sales

**Duration:** March 2016 April to August 2018

**Nature of work:** Managing the sales Team for sales of Apartment and plots

**Responsibilities and work executed:** Collecting data from portals, distributing to the team mates, Explaining about company projects, follow up for site visits and lead generation, Co-coordinating with logistics to arrange site visit for lead generated clients, Training new team mates, Attending clients at the site in the absence of sales team, Managing team people with their attendance and leave records, Sending monthly feed back of leads to the Management.

**M/s Srishigra Builders & Developers.**

HSR Layout (Bangalore)

**Designation:** Sr. Manager Sales

**Duration:** September 2018 April to Till 2021

**Nature of work:** Managing the sales Team for sales of Villas

**Responsibilities and work executed:** Collecting data from portals, distributing to the team mates, Explaining about company projects, follow up for site visits and lead generation, Co-coordinating with logistics to arrange site visit for lead generated clients, Training new team mates, Attending clients at the site in the absence of sales team, Managing team people with their attendance and leave records, Sending monthly feed back of leads to the Management.

**M/s Joshua Constructions.**

Jyothi Nagar Near Sambharam College (Bangalore)

**Designation:** Proprietor

**Duration:** 2021 April to Feb 2024

**Nature of work:** Managing the sales Team for sales of Villas and Constructions

**Responsibilities and work executed:** Collecting data from portals, distributing to the team , Explaining about company projects, follow up for site visits and lead generation, Co-coordinating with logistics to arrange site visit for lead generated clients, Training new team mates, Attending clients at the site in the absence of sales team, Managing team people with their attendance and leave records, Doing marking of Sites and constructions.

**M/s Aashrayaa Projects.**

HSR Layout (Bangalore)

**Designation:** Sr. Sales Head

**Duration:** April 2024 April to Till Date

**Nature of work:** Managing the sales Team for sales of Villas

**Responsibilities and work executed:** Collecting data from portals, distributing to the team mates, Explaining about company projects, follow up for site visits and lead generation, Co-coordinating with logistics to arrange site visit for lead generated clients, Training new team mates, Attending clients at the site in the absence of sales team, Managing team people with their attendance and leave records, Sending monthly feedback of leads to the Management.

**PERSONAL DETAILS:**

Name:	Frederick Savio Emmanuel
Father's Name:	Shri D.A.Phocum
Date of Birth:	July 24 <sup>th</sup> 1983.
Marital Status:	Married
Qualification:	B.Com. P.K.Roy College Jharkhand
Computer Knowledge:	C++, M.S Office, Java, HTML & Tally
Language Known:	Hindi,English,(Kannada70%Speak)(read, write and speak)
Temporary Address:	#26. 6th Cross Sadguru Layout, Kanshiramnagar Bangalore-560097
Permanent Address:	#23. 6th Cross Sadguru Layout, Kanshiramnagar Bangalore-560097
Contact Nos.	09916918973 (Mob.)
Salary Withdrawn	63000/- and Incentive for per booking

**Frederick Savio Emmanuel.**