
MILESH DAVE

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Email : milesldave@gmail.com, Date of Birth : 24th August 1976, Nationality : Indian

EDUCATION

♦ **Diploma In Business Administration**

Cambridge College of Advanced Studies (CCAS), London, United Kingdom.
December 2004 to January 2006

♦ **Post Diploma In Plastics Mould Design (PD-PMD)**

Central Institute Of Plastics Engineering & Technology, Ahmedabad,INDIA.
1998 to 1999 (2 Semesters)

♦ **Diploma In Plastics Mould Technology (DPMT)**

Central Institute Of Plastics Engineering & Technology, Ahmedabad,INDIA.
1995 to 1998 (6 Semesters)

EXPERIENCE

♦ **Senior Manager**

Duration April 2015 till date

Organization M/s. Aarisha Infoserve LLP, Ahmedabad, India
M/s. Aarisha Infoserve is into Architectural Visualization & CAD Education business. MI Studio LLP is a division of Aarisha Infoserve providing Architectural Visualization services. Aarisha Infoserve is a franchisee of Chennai based prestigious CADD Centre providing CAD/CAM/CAE & Project management training programs to Engineering students & corporate organizations.

Job Profile

- Collaborate with Architects, Interior designers, Real Estate developers, Landscape consultants, Construction companies, Government and corporate organizations for generating inquiries for Architectural 3D stills and Animations
- Taking site measurements, generation of sketches and converting them into 2D drawings for quotation and generation of 3D models
- Coordination between Client & Studio team for various projects and achieving time based deadlines
- Payment follow-up and achieving of targets
- Managing complete operations of two branches of CADD Centre
- Plan marketing activities through various media like print, e-commerce & online advertisement for generating enquiries
- Appointment of sales, administration & technical team for Centre operations
- Coordination with CADD Centre head-office at Chennai India for training, software renewals and marketing activities

- Analyzing the market scenario and floating various offers & incentive packages for students & staff to achieve sales targets
- Approaching various engineering & civil construction companies for corporate training programs

♦ Senior Manager – Sales & Marketing

Duration May 2013 to March 2015

Organization M/s. Ambica Engineering Co., Ahmedabad, India
 Ambica Engineering Co. is one of the leading manufacturers of Electric Overhead Material Handling equipments like EOT Cranes & Hoists in India since 1993.

Job Profile

- Marketing activities through various media like print, e-commerce, exhibitions-events for brand building of the company and monitoring revenues generated through various marketing activities
- Generating business leads through existing customers & approaching new potential clients for their up-coming projects
- Business generation through Tenders, vendor registration with tendering authorities, preparing necessary tender documents and submission of tenders
- Techno-commercial discussions with client and conversion to business
- Submission of General Arrangement drawings, technical discussions with the customers and getting approval of drawings and technical specifications
- Coordination with production department till dispatch of material, erection - commissioning & receipt of payment

♦ Senior Manager Sales - West

Duration August 2012 to February 2013

Organization M/s. Jaso India Pvt. Ltd., Kolkata, India
 Jaso is one of the leading manufacturers of lifting and transportation systems like Hoists, Standard cranes and special custom-made cranes. JASO has seven manufacturing facilities in SPAIN, MEXICO, ARGENTINA, BRAZIL, POLAND and in INDIA.

Job Profile

- Independently handling Sales for Western region of India comprising of Gujarat, Maharashtra, Madhya Pradesh & Rajasthan
- Introduction of the organization and its products to prospective clients and generating enquiries
- Vendor registration with esteemed government & corporate customers
- Understanding technical requirements of clients & generating quotations for them
- Techno-commercial negotiations & conclusion of order
- Approvals of drawings & coordination
- Coordination of activities up to erection-commissioning and routine maintenance of supplied products

◆ **Senior Sales Executive**

Duration September 2008 to July 2012

Organization M/s. Techno Industries, Ahmedabad, India
Techno Industries is a three decade old material handling equipment manufacturer specializing in products like EOT - HOT cranes, Jib cranes, Goliath cranes, Wire-rope hoists, etc.

Job Profile

- Marketing activities in India & abroad through industrial exhibitions, B-to-B promotions & direct approach
- Registration as vendor with various government & corporate organizations like SAIL, COFMOW, BHEL, NTPC, Larsen & Toubro, Essar, etc.
- Understanding technical requirements of clients & generating quotations for them
- Techno-commercial negotiations & conclusion of order
- Submission of General Arrangement drawings to client as per the technical specifications finalized during order
- Approvals of drawings & technical specifications from clients
- Co-ordinate with production team & assure timely delivery

◆ **CAD Draftsman & Estimator**

Duration October 1999 to November 2004
September 2006 to February 2008

Organization M/s. Meghna Infotech Pvt. Ltd, Ahmedabad, India
Meghna Infotech Pvt. Ltd. is a complete CAD Solution provider dealing with digitization of civil, architectural and mechanical drawings into CAD format.

Job Profile

- Creating working and detailed drawings for civil-architectural projects for clients
- Generate quantity & cost estimation schedules
- Analysis for tenders
- Procurement schedules for projects
- Supervise members of civil & animation team as core member for various national and international projects
- Co-ordination with Construction companies, Architects, Interior Designers, Real Estate Developers, Construction Govt. & Semi-govt. organizations for projects

COMPUTER LITERACY

- AutoCAD
- Autodesk REVIT Architecture
- Oracle Primavera
- Microsoft Office