

CURRICULUM VITAE

THOUFEEQ RAMEEZ.M

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21/4, Kuppusamy Street, Capital
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Chennai 600-031



CAREER SUMMARY

Mechanical Engineer having **2+ Years' Sales Experience** in **Solar Field, Elevator Field** and **HVAC Field**. Seeking a challenging position in your progressive company.

KEY SKILLS

Completed Professional **MEP training in HVAC** at **ACE India Private Limited-Chennai**.

- Familiar with the ASHRAE, ISHRAE standards.
- Knowledge of Chiller piping, Heat load calculations and Equipment selection.
- Knowledge of Sheet metal calculations.
- Knowledge of the following software programs:
Auto-CAD, CARRIER HAP, Mc -Quay Duct sizer and Pipe sizer.
- Estimation and preparing BOQ.
- Site Handling and Material handling.
- Designing of Air Distribution system.
- Fan and Pump selection.
- Proficient in use of Ms Office applications like Word, Excel & power point.
- Comfortable in working in Windows and MAC Operating Systems.
- Knowledge of four languages English, Hindi, Tamil and Telugu.
- Knowledge of Sales related activities.
- Knowledge of preparing the quote based on company pricing level.

WORKING EXPERIENCE

Worked with TBEA Energy India Private Limited:

(Chennai, India) Nov 2016 – (Present)

Designation: As **Sales Manager**,

Assisted in:

- Contact prospective customers and provide them with information on the company that they are representing and the services provided.
- Attend sales meetings, conferences and events PAN India.
- Handle clients in a professional manner.
- Deal with customer issues.
- Process customer orders.
- Keep up to date with product developments.
- Prepare quotation for the product and attend negotiating meeting.
- Devise new sales or marketing strategies
- Schedule appointments, calls, and meetings
- Ensure that appropriate information is available of the product or service being endorsed.
- Schedule appointments with customers with a view to show them product features or offer advice.
- Follow up on customers who have shown interest in our product.
- Take telephone calls from new customers and provide and assist them.
- Guide potential and existing customers to determine and fulfil their purchase needs.
- Ensure keeping up with new product development and features.
- Process returns and exchanges in accordance with cashiers.
- Maintain and update sales logs on a periodic basis.
- Keep records of all conversations and interactions with customers.

Worked with ACE India Private Limited:

(Kochin, India) Dec 2015 – Oct 2016

Designation: As **Technical Sales Engineer**.

Major Projects Handled:

- Sanjeevani Hospital, Naval Base, Kochin.
DSA – 40TR-MRI – CT Scan Area, OP Department.
- Sukiyo Mahikari, Ernakulam –
Stairwell Pressurisation Project – 4000 CFM.
- Data Craft Solutions Pvt Ltd, Kochin-
DPA -16000 CFM Floor Mounted Chilled water AHU.

Assisted in:

- Responsible for developing the best sales techniques to achieve sales target
- Perform the tasks of marketing and selling HVAC equipment as well as provide strategies to expand sales team
- Handle responsibilities of visiting customer site to gather requirement and prepare proposals as per the requirement
- Responsible for conducting doing site surveys to identify issues and provide solutions of the same
- Perform responsibilities of selling HVAC products to contractors and large scale distributors
- Responsible for talking appointment with potential customers as well as perform management of accounts
- Responsible for assisting senior sales engineer in selling and marketing HVAC products to automotive sector
- Performed responsibilities of developing customer database based on the requirements of HVAC products
- Handled the task filling the technical functionalities and commercial bid in business proposals
- Responsible for implementing, evaluating and providing support to HVAC products
- Handled the task of gathering customer requirements and provided best product that will meet the requirements
- Performed responsibilities of seeking new sales opportunities as well as build strong customer relationships

Worked with Elevator Maintenance Company India PVT LTD:- (BRAND -MITSUBISHI ONLY)

(Chennai, India) Aug 2014 – Oct 2015

Designation: As **Sales Coordinator Engineer.**

Assisted in:

- To conduct site survey periodically and prepare report.
- To prepare estimation.
- To strictly comply with the pricing levels as instructed by corporate office.
- To prepare and submit offer with customer.
- To attend negotiation meeting.
- To follow up with existing clients PAN India.
- To conclude AMC and collect periodical payment.
- Managing all the sales related activity of the company.
- Handling customer enquiries whilst providing a high quality of service.
- Tracking sales orders to ensure that they are scheduled and sent out on time.
- Effectively communicating with customers in a professional and friendly manner.
- Ordering and ensuring the delivery of goods to customers.
- Supporting the field sales team.
- Contacting potential customers to arrange appointments.
- Communicating with customers using clear and professional language.

- Resolving any sales related issues with customers.
- Making follow-up calls to confirm sales orders or delivery dates.
- Responding to sales queries via phone, e-mail and in writing.
- Coordinating with other branches providence of complete guidance as assisted by our head and Accurately analyzing and assessing statistical data.

ACADEMIC QUALIFICATION

Course	Institution	Year	Percentage
B.Tech Mechanical Engineering	B.S.Abdur Rahman University Formerly Crescent College of Engineering. Chennai	(2010-2014)	70%
HSC	St.Xaviers Matriculation Higher Sec School. Tirunelveli	(2009-2010)	72.6%
SSLC	St.Xaviers Matriculation Higher Sec School. Tirunelveli	(2007-2008)	81.4%

ACHIEVEMENTS

- **BEC – Vantage** passed and certified by **Cambridge University**.
- Undergone In plant Training in **Lucas – TVS Ltd**, Padi, Chennai 600-050, Tamil Nadu.
- Completed our main project at **BHEL-Ranipet**

PROJECT WORKS

Mini Project: Line Follower

A Line Follower robot is a robot, which follows a certain path controlled by feed back mechanism.

Main Project: Bharat Heavy Electricals Limited, Ranipet ,Tamil Nadu. Root Cause Analysis Of Load Variation In Safop CNC Lathe Machine.

The main aim of our project is to resolve and find necessary solution to sort out the issue caused in SAFOP CNC lathe machine. The problem that occurred in the machine is a vacuum being created between the brake shoes .So, due to this there will be a variation in the load cell. In order to avoid, a slot is made between the brake shoe to exit the vacuum. The brake shoe is made of brass material. The solution is found out by doing the root cause analysis method in the SAFOP CNC lathe machine.

PERSONAL INFORMATION

Nationality	- Indian
Marital Status	- Single
Date of Birth	- 22.08.1992
Father Name	- P.Mohammed Idris
Mother Name	- M.Kadar Fathima
Sex:	- Male

ATTRIBUTES

Disciplined, Honest, Sincere, Humorous and Hard Working with high level of Integrity.

DECLARATION

I hereby declare that the above given information are true and correct to the best of my knowledge and belief.

M.Thoufee Rameez