



HUZEFA RAJKOTWALA

Sales Manager

PERSONAL INFORMATION

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KEY SKILLS

- Key Account Management
- Territory Management
- Customer Relationship Management
- Negotiation
- Decision Making
- Sales Strategy
- Problem Solving
- Creative Thinking

COMPUTER SKILLS

- Microsoft Office trained
- Knowledge of ERP systems

LANGUAGES KNOWN

- English
- Hindi
- Gujrati

VISA STATUS

- Transferable Employment Visa

SUMMARY

Highly enthusiastic sales professional with over 16+ years of immense experience and working knowledge of strategic selling and sales methodologies. Driven with a zest of developing strong business relationship with clients and improving sales and revenue. Deft in Marketing and Supply Chain with strong leadership, organization and interpersonal skills.

WORK EXPERIENCE

ULMATEC SERVICES LLC

Sales Manager (Sept. 2014 - Current)

- » Business development for engine overhauling services, governor services and automation services for assigned territories.
- » Account management for **Heinzmann Group** and **Regulateurs Europa** products & services.
- » Promoting and generating leads for other agency products such as **Sperre** (Air Compressors), **TMC** (Screw Compressors), **Air Products** (Nitrogen Systems), **Maritime Partners** (Fast Rescue Boats), **PG Flow Solutions** (Pumps), **IMS** (Water tight doors), **Finnoy** (Gearboxes), **Brunvoll** (Thrusters).
- » Planning and implementing sales strategies and focusing on Customer Relationship Management. Accelerated **50 new clients** in **2015**.
- » Consistent in achieving yearly sales targets and growing by **5-10% p.a.** to attain higher profit revenue.
- » Excelled in sales and operation planning with various departments.
- » Team up with the estimation department to formalize the quotations as per client's requirements.
- » Attending overseas product sales training and participating in trade fairs and exhibitions.
- » Generate sales reports for further assessment and discussion with Managing Director.

GOLTENS CO LTD

Sales Engineer (June. 2008 – Aug. 2014)

- » Dynamic increase in sale of Woodward products (governors & controls) with an average growth of **30%** per year across **2008 to 2012**.
- » Successful in meeting company's objective by exceeding sales forecast.
- » Resourceful in planning and operational setup for distributorship of **Castrol** marine lubricants.
- » Process oriented in sales management, maintaining existing and developing new clients.
- » Selling other marine products such as **ITW** (Chockfast), **TDI** (Air Starters), **Yanmar** (engine spares) within the trading division.

DRIVING LICENSE

- Valid UAE Driving License

INTEREST

- Volunteer Work
- Travelling
- Fitness (Yoga)

- » Responsible for sending competitive offers and persistent follow up with clients on active quotations.
- » Proactive approach in order management and follow up on outstanding payments.
- » Generate sales report for further assessment and discussion with the Sales Director.

CUMMINS MIDDLE EAST FZE

Logistics Supervisor/Sales Support Executive (Apr. 2005 – May. 2008)

- » Skillful logistics planning to reduce freight budget by **5-7% per annum**.
- » Supervising, managing and mentoring a team of **5 subordinates** within the department.
- » Strategically assigning job profile to each individual to ensure productivity.
- » Pursuing customs procedures for Free Trade Zones and other port authorities.
- » Communicate and liaise with Supply Chain department to ensure operational efficiency.
- » Report to Supply Chain Manager for all logistic matters.
- » Prompt execution of sales enquiries and quotations for power generation division.
- » Follow up on order status and update clients on daily basis.

BAKELITE GENERAL TRADING L.L.C

Customer Service and Sales Support Executive (Feb. 2003 – Mar. 2005)

- » Customer service support for key customer accounts for **UAE, KSA** and **Iran** region.
- » Follow on order management process as per **General Electric's** guidelines.
- » Notify clients about their order status at various intervals.
- » Interface with shipping companies for logistical activities.
- » Knowledge on Import & Export Letter of Credit.

ACHIEVEMENTS

- » **2012** - Promoted within Golten's trading department to manage **Castrol** marine lubricants.
- » **2007** - Promoted as a sales support executive for **Cummins** power generation division.

EDUCATIONAL QUALIFICATION

2002 - Post Graduate Diploma in Advertising and Marketing
Xavier's Institute of Mass Media Communications, Mumbai, India

2001 - Post Graduate Diploma in Foreign Trade
World Trade Centre, Mumbai, India

2000 - Bachelor of Commerce
University of Mumbai, India