

CURRICULUM VITAE

BASKARAN ARUMUGAM - SALES & MARKETING SPECIALIST

Career Objective:

To Emerge as a Hard Core Marketing, Sales & Operational Professional and Prove Myself as an Important Part of the Organization by the Achievement of Given Target and to Work in Challenging Project that Will Utilize My Educational Background and Expand My Knowledge.

Education:

Course	Specialization	Institution/University	Years of Completed
MBA	Marketing & Human resource Management.	Sourashtra College Affiliated with Madurai Kamraj University, Madurai, TN-State, India.	2004 - 2007
BBA	Administration & Management	M.T.N College Affiliated with Madurai Kamraj University, Madurai, TN-State, India.	2001 - 2004
Higher Secondary	Physics, Maths, Chemistry, Computer Science.	Pasumalai Higher Sec. School, Madurai, TN State, India.	1999-2001

Summary of Experience :

- Having **17 years of Experience** and Exposure in **Sales and Marketing as well as Business Development** in the field of ;
 - **7+ Years in Industrial Support Services Like Contracting, Renting & Selling** in the Field of Oil, Gas, Petro Chemical Companies & Power and Water Plants @ GCC Countries Like **Saudi Arabia & Bahrain**.
 - **7+ Years in Non Banking Finance Sectors (NBFC) in Housing & Mortgage Loan (4 Yrs) , Commercial Vehicle & Business Loans (3 Yrs) @ India.**
 - **3 Years in NGO's Sector and Worked as a Social Worker @ India.**
- Significant Exposure in Devising and Executing Promotional Campaigns for Increasing Brand Awareness and Enhance Business Growth.
- Expertise in Identifying and Developing a Sustained Network of Channel Partners for Increasing Market Penetration and Market Reach.

Skill Set:

Professional Skills : Accountability, Inter Personal, Team Player, Negotiation, Communication, Problem Solving, Working under Pressure, Organization & Selling.

IT Skills : Well versed with Windows, MS-Office and Internet Applications.

General Skills : Driving, Swimming, Planning & Organizing the Event, Athletics in Football & Cricket. Volunteer in Blood Donor & Member in National Service Scheme.



Email id's:

baskar mba83@gmail.com
baskar mba83@yahoo.co.in

Contact Numbers:

+973 - 38450250
+91- 7010048671

Present Address:

Flat-101, Building-2046,
Road-4564, Sanad, Bahrain.

Valid Driving Licenses:

Bahrain / Saudi Arabia/ India
are Available.

Languages Known:

English, Tamil, Hindi,
Malayalam.

Passport Details:

Passport No : Z 3737092
Date Of Issue : 01/07/2016
Date Of Expiry: 30/06/2026
Place of Issue : Madurai, TN

Personal Details:

Father's Name : Arumugam T
Date of Birth : 14/04/1983
Sex : Male
Marital Status : Married
Nationality : Indian
Blood Group : 'O' +ve

Work Experiences @ GCC Countries :

- 1. Organization : Marabee Technical Co. WLL (M.TECH).**
Designation : Sales Manager.
Industry : Industrial Support Services in Oil, Gas & Petro Chemical Co's / Power & Water Plants.
Location : Sanad, Kingdom of Bahrain.
Duration : December-2023 to till date.
Products : Contracting - Civil, Construction, Mechanical & Electrical in Turnkey, O&M Projects.
Hire services - Skilled Manpower & Equipment's (Heavy &Light).
Sales - Industrial & Commercial Materials Supply.

- 2. Organization : Al Nabati Contracting Co. (AL NABATI)**
Designation : Business & Operational Specialist.
Industry : Industrial Support Services in Oil, Gas & Petro Chemical Co's / Power & Water Plants.
Location : Al Jubail - Eastern Province, Kingdom of Saudi Arabia.
Duration : June-2021 to November-2023. (2.5 Years)
Products : Contracting - Civil, Construction, Mechanical & Electrical in Turnkey, O&M Projects.
Hire services - Skilled Manpower & Equipment's (Heavy &Light)
Sales - Industrial & Commercial Materials Supply.

- 3. Organization: Nassir Salem Al Hyder Partners Company. (NASSACO)**
Designation : Marketing Specialist.
Industry : Industrial Support Services in Oil, Gas & Petro Chemical Co's / Power & Water Plants.
Products : Scaffolding - Contracting, Sale & Rental Service
Hire services for Manpower & Equipment's (Heavy &Light)
Sand Blasting & Industrial Coating System for Tanks, Pipes, Vessels & all Structures.
Location : Rastanoura - Eastern Province, Kingdom of Saudi Arabia.
Duration : November-2012 to May-2017 (4.7 Years)

ROLES & RESPONSIBILITIES:

- Persistently Promote Company's Products and Services to Existing and Potential Corporate Clients Like EPC Contractors, Oil, Gas & Petro Chemicals Co's & Power & Water Plants Co's.
- Develop Product Presentation, Establish Product Superiority Vs Competition.
- Maintain Relationship with Existing Clients to Promote New Business Development, Ensure Client Satisfaction and Timely Delivery of the Services.
- Follow up with Prospective Clients to fulfill their Pre-qualification Requirements, Get the Company Registered as Vendor and to enter in Short term or long term Service Contract.
- Collect bid, Inquiry Details from Prospective Clients and Coordinate with Estimation, Planning and Procurement Teams to Fix Pricing Strategies, Preparation of Bids and Proposals.
- Negotiate with Clients to Finalize the Order Contracts.

- Support the Operation team to Follow the SOP's to get Site Id's, Gate Passes, Vehicle Sticker & Mobilization Process as well to get smooth Operation & productivity at site.
- Follow up With Clients for Monthly Time Sheet to Rise the Monthly Invoices on Time.
- Support to the Finance Departments to Ensure Client Release Payments as per Agreed Terms.
- Analyze, Investigate and Identify Causes for loss of Any Bid or Quote & Submit Feedback to the Management Including Solutions to Avoid Future Repetition.
- Prepare and Manage Sales Budget and Forecast.
- Persistently Undertake Market Study, Competitor's Movements, and Developments at Site of Prospective and Existing Clients and Keep the Company Management Updated About.
- Prepare and Submit Weekly, Monthly, Quarterly Progress Reports.

Work Experiences @ INDIA :

1. Organization : Indostar Home Finance Private Limited (IHFL)

Designation : Relationship Manager
Industry : Non-Banking Financing Corporation (NBFC)
Location : Madurai Branch, Tamilnadu State, India.
Duration : January-2019 to March-2021. (2.3 Yrs)

2. Organization : Mahindra Rural Housing Finance Limited (MRHFL)

Designation : Customer Manager
Industry : Non-Banking Financing Corporation (NBFC)
Location : Madurai Branch, Tamilnadu State, India.
Duration : June-2017 to January-2019. (1.8 Yrs)

ROLES & RESPONSIBILITES:

- Sourcing the files through open market like References, Builders, Engineers & DSA's/Connectors.
- To login the file, Should Collect the Documents like all Kyc's, Income Proof, Bank Statement & Property Related docs and Getting sign on Application, Self attestation in all Kyc's & PF Cheque from Customer.
- Before Login, Analyze the financial status of customer, credit policy, and property evaluation to determine loan feasibility and Must Explain to Customers about Product details like IPF Amount, Loan Amount, ROI, Tenure, Insurance Charges, and MODT Process & TAT to Disbursement.
- After Login, Initiate the file to External FI, Legal & Technical Process & Resolving the queries and get the Reports from Registered Vendors.
- After Sanction, Getting Sign on Agreements, Set of Forms, PDC's & collecting all Original Property Related Documents & Guiding for MODT Process, Once done, will hand over the cheque to customer.
- To Increase the sale, we do activities like Connectors, Builders & Engineers Meeting at branch & Issuing the Brochures, Notices & Poster on Weekly Basis to all shops, Street vendors, Companies, Industries.
- Following up with Monthly Collection & Concentrating NPA Cases to get Rollback or Settlement

3. Organization : "Tent-EEE" (EDUCATION,ENVIRONMENTAL& EMPLOYMENT)

Designation : Project Coordinator
Industry : Non-Government Organization. (NGO)
Location : Madurai Branch, Tamilnadu State, India
Duration : January-2010 to December-2012. (3 Yrs)

ROLES & RESPONSIBILITES:

- Appointing, Monitoring & Evaluating CDCs (Child Development Centers) at various locations.
- Enhancing Children’s Skills like Reading, Writing, Drawing, Sports.
- Finding & Selecting New Villages to Start New CDCs.
- Guiding Volunteers from Germany, Switcher land & Japan.
- Counseling Children, Parents and Teachers.
- Activities like Tree Planting, Medical Camp & Helping Poor Farmers.

4. Organization : Shriram Transport Finance Company Ltd., (STFC)

Designation : Senior Credit Executive

Industry : Non-Banking Financing Corporation (NBFC)

Location : Madurai Branch, Tamilnadu State, India.

Duration : July-2008 to January-2010 (1.8 Yrs)

ROLES & RESPONSIBILITES:

- Concentrating the Above 3 & 5 Buckets (Non-Payer) Customers in all Segments like LCV, SCV, Tractor, Passenger, and Strategic& Articulated Heavy Vehicles.
- Controlling the Branch Delinquency Percentage through Monthly Collection.
- Motivating & Supporting the Field Executive’s to Get More Collection Payment from Clients.
- Verifying the PDD (post disbursal document) Status List.
- Maintaining case’s like seized vehicle list, non-starters, expired UN-settled and legal marked.
- Personal discussion (PD) with problematical customer’s to solve the issues.

5. Organization : Fullerton India Credit Company Ltd., (FICCL)

Designation : Relationship Officer

Industry : Non-Banking Financing Corporation (NBFC)

Location : Theni Branch, Tamilnadu State, India.

Duration : May-2007 to March-2008. (11 Months)

ROLES:

- Making Cold Calls on Daily Basis in the Potential Market, Where Identifying the suitable Profile for Funding with Proper Documentations and Generating Application Reference no & Customer ID.
- Collecting Documents like Identity, Address, Income, Business Proofs from Customer and Triggering DE-Duplication (DE-DUPE) & Resident- Verification (RESI-CPV).
- Filling up Office - CPV (Customer Point Verification) & Trade Reference Check (TRC) Sheets and Submitting File to FCU (Fraud Control Unit) for Screening and Sampling & CIBIL Processing as well.
- Conducting PD (Personal Discussion with Customer) with Credit Team to Finalize the Case.
- Collecting Post Date Cheque (PDC’s) and Getting Sign from Customer in the Relevant Documents.
- Cross Selling the Life Insurance & General Insurance & Supporting the Collection team as well.
- Clarifying the Queries and Maintaining Good Relationship with Customers.

Declaration

I Hereby Solemnly Declare that All Statements Made Above are true and Correct to the Best of My Knowledge and Belief.

Date:

Yours Sincerely,

Place:

[Baskaran Arumugam]

