



SIJO JOSEPH

SALES & TECHNICAL SUPPORT EXECUTIVE

CONTACT

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- Doha, Qatar

CORE SKILLS

- Technical Sales Expertise
- Client Relationship Management
- Product Knowledge
- Lead Generation
- Sales Negotiation skill
- Project Management
- Product Presentations
- Contract Management
- Team Collaboration
- Team Leading Skills
- Time Management
- Crisis Management
- Problem Solving
- Effective Communication
- Critical Thinking

LANGUAGES

- English
- Hindi
- Malayalam
- Tamil
- Kannada



PROFILE

Professional Summary

Results-driven Sales & Technical Support Engineer with 12+ years of GCC experience in mechanical and electromechanical systems. Proven expertise in revenue growth, key account management, and leveraging an extensive network within the Qatar market.

Adept at diagnosing and resolving complex engineering challenges, Strong market intelligence in Qatar, focused on delivering high-performance, value-engineered solutions. Strong Qatar market insight with a focus on high-performance, value-driven solutions.



WORK EXPERIENCE

NAFFCO - QATAR

2014 - PRESENT

Sales & Technical Support Executive

- Developed and maintained strong **client relationships** through regular meetings and presentations with MEP & Main contractors, Clients & Consultants.
- Target-Oriented** Sales Execution: Consistently achieved and surpassed monthly, quarterly, and annual sales, invoicing & collection targets by identifying high-potential opportunities and closing key deals in the market.
- Lead Generation & Conversion:** Proactively collected project inquiries and ensured the timely submission of techno-commercial quotations. Followed up with clients for clarifications and revisions, maintaining clear communication throughout the process to successfully finalize agreements and convert leads into contracts.
- Material Submittal & Approvals:** Managed material submittals and approvals as the primary point of contact for consultants and clients, ensuring timely and accurate submission of technical submissions. Organized meetings and presentations to discuss material options, address technical concerns, and ensure compliance with design and regulatory standards. Proactively followed up to secure final material approvals, ensuring project timelines were met.
- Stock Management, Invoicing & payment collection:** Proactively monitored stock levels and placed timely orders with factories and suppliers to meet supply requirements. Ensured seamless inventory management to support invoicing and collection targets, contributing to smooth project execution and on-time deliveries.

OneZero InfoSolutions-India

Nov 2012 to Dec 2013

Technical Support Executive

- Created customized proposals, quotations, and contracts. Acted as a liaison between clients and the engineering team to ensure timely project delivery. Maintained accurate records of customer interactions and sales activities.



EDUCATION

Bachelor of Engineering
Electronics & Communication

2012



KEY AREAS OF EXPERTISE

TECHNICAL

- Firefighting Systems & Equipment.
- Fire Pumps & Pumping Systems.
- Fire Alarm & ELV Systems.
- Steel Pipes & Fittings for Firefighting and HVAC Applications.
- HDPE Pipes, Fittings & Welding Equipment.
- Pre-Insulated Piping Systems & Leak Detection Solutions.
- Pressure-Independent Control Valves (PICV) & HVAC Valves.
- Passive Fire Protection Systems.
- Fire Stopping & Fire Sealant Applications.
- Intumescent & Cementitious Fireproofing Systems.
- Epoxy Flooring Systems.
- Fire-Rated & Non-Fire-Rated Sandwich Panels.
- Fire-Rated & Non-Fire-Rated Duct Systems.

COMMERCIAL

- Qatar Market Intelligence.
- Key account management.
- Sales, invoicing & collection forecasting.
- Vendor Registrations.
- Weekly, monthly, quarterly, and yearly sales review reports.
- Budget Sheet analysis and cost and margin estimation.
- Commercial negotiations & finalizations.
- Client Relationship Management- CRM.
- Pricing strategy.
- Market analysis & market expansion.

PERSONAL DETAILS

Date of Birth : 07-01-1986
Nationality : Indian
Marital Status : Married
Gender : Male

ADDITIONAL INFORMATIONS

- Driving License: Valid Qatar Driving License.
- Visa Status: Valid Work Visa (Transferrable)

