

# TECHNICAL RECRUITMENT SOLUTIONS LTD

*“The Professionals in Engineering Personnel”*

## Résumé of Joe Bloggs

### **Strictly Private and Confidential Information**

To protect the candidate's integrity and prospects, we ask that you treat all information provided in the strictest of confidence. Please ensure any enquiries or other communication concerning this candidate are made through Technical Recruitment Solutions Ltd.

Thank you for your co-operation.

## Personal

**Name:** Joe Bloggs

**Date of Birth:** 29 January 1964 (Age 38) (\*Optional)

**Marital Status:** Partner (\*Optional)

**Residence:** Wellington

**Nationality:** New Zealander (\*Optional)

**Health:** Excellent (\*Optional)

**Interests:** Home renovating, property investment, water skiing, snow skiing, squash, food and wine

**Availability:** 1 month

## Education/Qualifications

1985 Wellington Polytechnic  
New Zealand Certificate in Engineering – Production

## Memberships/Affiliations

Technical Member IPENZ

## Training

2000 Updated Word and Excel courses

1996 Management Development Program

1995 Word for Windows v6.0  
Excel v5.0  
Dale Carnegie course

## Computing

MS Word and Excel

# Professional Experience

Nov 1998 – Present

ABC LTD

ABC is New Zealand's most diversified energy company with interests in oil, condensate, natural gas, landfill gas, LGP, steam, coal and electricity.

## Electricity Account Executive

Joe was responsible for the provision of sales support across 3 business entities: ABC, DEF Energy and GHI Energy.

### *Responsibilities:*

#### ABC Ltd

- Account management of ABC's Major Customers
- Identify new business opportunities within the industrial and commercial sectors
- Management of specific marketing campaigns, and arranging client functions through the use of corporate box/members seats
- Contract re-negotiation
- Interface between customers and lines company regarding supply issues, pricing and upgrades
- Analysis of electrical load and provision of technical feedback on possible cost savings

#### DEF Ltd

- Sole responsibility for reviewing pricing and developing new contract documentation for 80 major industrial and commercial customers
- Tariff analysis and development for residential and light commercial customers
- Undertake review of metering systems and services to ensure compliant with current regulations as well as with a view to cost reductions
- Assisting local representatives to conclude contract negotiations as required

#### GHI Ltd

- Market research in initial development and launch of new energy retailer
- Management of specific marketing campaigns
- Management of ground level sales force
- Development of Retail Agents, Energy Broker
- Provide key account management and technical support for customer services where required

***Achievements:***

Successfully retained ABC and DEF Energy's market share within an extremely competitive environment and was instrumental in developing GHI Energy.

**Mar 1995 – July 1998**

**XYZ LTD – WELLINGTON**

XYZ Ltd is the largest engineering supply company in New Zealand with twenty branches nationwide and a turnover of \$80 million.

Feb 1996 – July 1998

**Machine Tools Sales Manager – Central Region**

***Responsibilities:***

- Sales and marketing of customised capital equipment within the engineering sector
- Achievement of sales and gross profit budgets for the above products for five XYZ branches
- Assessment of customer requirements and presentation of business proposals on appropriate products, options, technologies and service to meet their needs
- Provide product and sales training to XYZ branch personnel
- Proactively build, manage and maintain relationships with key accounts customers.
- Provide a high level of customer service in a professional manner

***Achievements:***

For the 1997 calendar year Joe trebled the previous years sales and obtained market share within the product group he was responsible for. This was achieved by effective market coverage, superior sales skills and the highest level of customer service.

Mar 1995 – Feb 1996

**Branch Manager – Wellington**

***Responsibilities:***

- Establishment of GP, sales and expense budgets
- Overall profitability of the branch
- Continual monitoring of customer and competitor activities to ensure the branch/company was able to take advantage of changes in the market
- Recruitment, training, motivation and control of all branch staff
- Annual staff review and appraisals
- Setting of branch stock levels

***Achievements:***

Dramatically improved moral through leadership by example, effective communication and encouraging all staff to become involved in decision making thereby creating a team environment. Put systems in place to accurately measure a salesperson's performance and to provide for accountability.

<b>Sept 1994 – Mar 1995</b>	<b>QRS LTD – PALMERSTON NORTH</b> <b>Product Manager – Brushware</b>
<b>May 1989 – Aug 1994</b>	<b>TPA LTD – WELLINGTON</b> <b>Machine Tools Sales Specialist – Central Region</b>
<b>Feb 1989 – May 1989</b>	<b>WRS LTD</b> <b>Steel Sales Coordinator</b>
<b>Aug 1986 – Oct 1988</b>	<b>PTL PTY – WESTERN AUSTRALIA</b> <b>Technician / Lecturer</b>
<b>Nov 1985 – June 1986</b>	<b>VBR LTD</b> <b>Production Engineer</b>
<b>Jan 1981 – Oct 1985</b>	<b>KLY LTD</b> <b>Engineering Technician</b>