

### Dear Sir/Madam,

With over two decades of multifaceted experience spanning Pre-Sales Consultancy, Managed Print Services, IT Operations, Project Management, Web Development, Facilities Management, and Vendor Management, coupled with an extensive track record in Digital Marketing and Social Media Platforms, I am excited to offer my expertise and leadership to your esteemed organization.

Throughout my career, I have consistently demonstrated my ability to drive operational excellence, optimize processes, and deliver exceptional results. My experience in pre-sales consultancy and project management has enabled me to successfully lead teams, develop comprehensive strategies, and foster client relationships, resulting in revenue growth and client satisfaction.

In the realm of IT operations and web development, I have spearheaded innovative projects, ensuring seamless technology integration and delivering user-friendly digital solutions. My skills in facilities management and vendor management have allowed me to streamline operations, reduce costs, and enhance the overall efficiency of organizations I have worked with.

My proficiency in digital marketing and social media platforms has been a key asset in my career, enabling me to stay ahead in the ever-evolving landscape of customer engagement. I have a proven track record of developing and executing successful digital marketing campaigns, enhancing brand visibility, and increasing customer engagement and conversion rates.

Enclosed, please find my resume, which provides more comprehensive details about my career achievements and skills. I am eager to discuss how my extensive experience aligns with yoru company's vision and how I can add value to your organization. Please feel free to contact me on phone or via email, to arrange a conversation at your convenience.

Thank you for considering my application. I look forward to the possibility of becoming a part of your team and contributing to your growth and prosperity.

Sincerely,

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BINOY ANTO 01. 10. 2024





### CONSULTANT PRE-SALES @ ALMOAYYED COMMERCIAL SERVICES, QATAR AUG 2019 ~ PRESENT

- Collaborated closely with the Sales team to facilitate the development of Request for Proposals (RFPs), proposals, sales presentations, and product demonstrations
- Accompanied Sales Account Managers to client meetings as the Subject Matter Expert (SME) for both application and technical aspects of the product.
- Took a leadership role in presenting proposals to customers in partnership with Account Sales Managers.
- Actively engaged in the Sales Pipeline Tracking, Analysis, Proposal Preparation and Demonstration phases as an integral part of the standard sales cycle.
- Facilitated customer understanding of our product and application through presentations, demonstrations, and benchmarking, providing support throughout the sales process.
- Drove the process of requirement gathering, opportunity qualification, creation of compelling value propositions, coordination of pre-sales resources, and delivery of presentations at various organizational levels.
- Generated and maintained updated portfolios containing relevant business cases to support the Sales team's proposal efforts.
- Managed ISO 9001, 14001, and 45001 Quality Management Systems (QMS), collaborating crossfunctionally with entities and process owners to ensure adherence to ISO Quality standards and the maintenance of required documentation.

#### CONSULTANT MANAGED PRINT SERVICES /DIGITAL MEDIA @

#### ALMOAYYED COMMERCIAL SERVICES, BAHRAIN

DEC 2016 ~ JUL 2019

- Conducted in-depth analysis of customer business needs and proposed technical solutions from within the MPS solutions portfolio, including comprehensive cost-benefit presentations.
- Spearheaded projects related to Managed Print Services, encompassing print auditing, data analysis, data presentation, project proposal development, and conducting Quarterly Business Reviews.
- Offered technical expertise and support for service and solution design, actively identifying and cultivating new technical and service sales opportunities among MPS customers.
- Initiated strategic plans to expand the sales pipeline and organized MPS seminars and workshops, curating relevant content for these events.
- Fostered and maintained technical relationships with hardware and software vendors as designated by management.
- Assumed responsibility for managing and facilitating demonstrations of technical solutions to customers, including Proof of Concept (POC) presentations.
- Provided timely feedback and reports to the management regarding the sales performance of the department and team members.
- Took a leading role in identifying and implementing changes to business processes aimed at ensuring service excellence.
- Assisted in the post-sales implementation of technical solutions and MPS services, actively participating in tender responses.
- Managed the social media accounts for the group on platforms such as LinkedIn, Facebook, and Instagram. Leveraged multiple visual media channels to promote the brand and enhance organizational value and image awareness. Created and published print and digital media advertisements, promotions, and devised new strategies to enhance brand visibility.

#### ASST. MANAGER MPS & IT @ ARC DOCUMENT SOLUTIONS, BANGALORE DEC 2012 ~ JUL 2016

- Led the Managed Print Services division of the company, encompassing both MPS and IT domains.
- Assumed responsibility for addressing customer concerns, providing essential support for existing 23 MPS contracts, conceptualizing, assessing, and implementing MPS solutions for clients, conducting print audits, and formulating proposals, contracts, and implementation plans.
- Orchestrated seamless operations for the company's IT and Managed Print Services by coordinating with customers and vendors. Addressed customer gueries related to issues and support while implementing company guidelines for IT and system operations.
- Pioneered the proposal of optimal MPS solutions for both existing and prospective customers. 83 Actively participated in the solution process, including pricing calculations, fostering team morale, swiftly resolving customer support issues, and championing solutions critical for upholding quality, mitigating risk, and safeguarding the company's reputation.
- Provided user/client support across various platforms through Remote Desktop Administration.
- Created presentations, user guides, booklets, manuals, and demonstrations in both digital and print B formats.
- Collaborated closely and effectively with vendors to replace or rectify defective hardware, software, and consumables. Coordinated service requests for existing systems.
- 53 Consistently demonstrated the company's Core Values and upheld a professional appearance while embodying the organization's culture as a representative of the company.

#### EXECUTIVE IT & FACILITIES MANAGEMENT @ PROFIMAN FZ LLC, DUBAI DEC 2005 ~ JUL 2011

Orchestrated the management of existing customer relationships, ensuring alignment with their 83 specific requirements and delivering support for Managed Print Services (MPS) operations. 63

Played an integral role in IT operations, conducting routine asset monitoring, performing health assessments for servers and storage systems, and meticulously updating software and operating systems in strict adherence to company IT policies. £3

- Delivered comprehensive user support, addressing issues related to operating systems, Microsoft Office applications, email systems, and user permissions.
- Supported the company's MPS and AIM solutions by providing technical assistance for software applications and scanning processes. Additionally, contributed to overseas system and service deployments, enhancing global operations.
- Provided technical expertise for printer management, print server configuration, and the installation 83 and maintenance of tracking software, specifically Technesis. Conducted client training sessions to promote sustainable print practices.

### SKILLS

IT

#### SOFTWARE PROFICIENCY **Managed Print Services** Adobe Photoshop **IT Management** Adobe InDesign Troubleshooting Canva Design Vendor Management **Data Presentation Skills** Archiving & Information Mgmt. Operating Systems [Mac/Win] • • • **Customer Support/Solutions** Mac OS, Windows, Android, iOS •

## PROFESSIONAL DIPLOMA IN NETWORK CENTERED COMPUTING

NIIT LTD THRISSUR & BANGALORE.	1999 - 2001
2 years Diploma in Software Engineering VB 6.0, Foxpro, Windows, COM, Software Eng Computer Hardware, Networking Basics.	gineering

### BACHELOR OF COMMERCE [B.COM]

UNIVERS	ITY OF	CALICUT,	KERALA.	1996 - 1	999

Specialized in Travel and Tourism as second subject.

### PRE DEGREE

EDUCATION

UNIVERSITY OF CALICUT, KERALA.	1994 - 1996
Science and Mathematics as primary subject	:t.

Grade: DISTINCTION

Grade: SECOND CLASS

Grade: SECOND CLASS

**SSLC** BOARD OF PUBLIC EXAMINATIONS, KERALA STATE. 1993-1994 Grade: LANGUAGE (75%), MATHS (82%), SCIENCE (65%)

# PERSONAL

Name	Binoy Anto
Born	18 <sup>th</sup> Mar 1979
Sex	Male
Marital Status	Married
Nationality	Indian
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	Thrissur Dt,Kerala, India
Passport No	U9488171
Validity	14 Feb. 2031
Social	https://linkedin.com/in/binoyanto

## INTERESTS



Pure Technology Lover



Loves Cricket, Chess



Avid photography enthusiast



Likes travel and to explore places

