**Personal Information\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
| **Name** |  | ***Fonzie Bob Goimba (Mr.)*** |
| **Date of Birth** |  | ***02/03/1988*** |
| **Home Province** |  | ***Western Highlands*** |
| **Marital Status** |  | ***Married*** |
| **Children** |  | ***Five (5)*** |
| **Phone** |  | ***+ 675 74990032 /78789844 /70200399 / 75757666*** |
| **Email** |  | ***fbgoimba@gmail.com*** |
| **Current Address** |  | ***P.O Box 5827, Boroko, NCD, PNG*** |

**Career Overview \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Experienced sales & marketing and business operations management specialist with a Bachelor’s Degree in Commerce majoring in Business Economics from the PNG University of Technology. I have over 6 years’ experience in the sales & marketing, and operations business and over 7 years’ experience in people management/leadership roles.

I have proven history for boosting sales volumes by 35% through customer retention and new business in the oil & gas industry. Contributed to OPEX cost saving of 30% for a particular region as well as revenue generation through new business and proper account management of existing customers. More so taking on full responsibility and accountability of the region’s P&L.

Currently looking to take on new challenges with any organization. That is, through providing optimal solutions for sales volume retention/growth and introducing cost control measures. Also enforcing change and business transformation. More so sharing knowledge and experience in the process, providing leadership and training to subordinates.

**Experience**

**03.2021 – current Business Consultant – freelance (private)**

 **Consulting services provided to SME’s in the Highlands & Port Moresby**

 **Services rendered but not limited to the following;**

* Investment economic analysis/ cost benefit analysis
* Business setup and registration (IPA/IRC/Banks/Insurance)
* Bank loan submissions & tax returns
* Business alignment, OPEX review and re-alignment
* Business Development/Sales & Marketing
* Budgeting and forecasting
* Visa/work permit/passports, etc.
* Office setup/in house accounting setup, etc.

**12.2018 – 02.2021 Sales Manager – Highlands (EHP,Simbu)**

 ***Origin Energy PNG Ltd, Goroka, EHP, PNG***

**Achievements:**

1. Grew the market and sales volume by 35% (Highlands) and have maintained a consistent volume performance exceeding budget since taking up post in Goroka in 2017.
2. Have successfully tied up most commercial customers and distributors onto contractual agreements. 94% completion rate.
3. Have successfully reduced business risk and exposure through a controlled debt management process. Reduced aging debts by 80% whilst working with key accounts through workable debt repayment plans since taking up role in Goroka. Also provided key account support to the overall highlands market.

Pioneered the multiple account management approach in the highlands region which was later adopted in other regions.

1. Boosted revenue through new commercial installations and trade channel incremental upgrades. Clear indication of branch profitability as indicated on monthly P&L reports.
2. Developed and ran in-store/customer site marketing promotions boosting sales through LPG, Industrial Gases and appliances.
3. Ongoing training and coaching to the sales team to better understand the sales process and manage customer relationships/accounts efficiently.
4. 100% delivery commitment and customer service turnaround time.
5. Have enforced stringent controls in non-gas warehouse stock and LPG stock management and as such there was NIL stock pilferage.

**01.2017 – 11.2018 Terminal/Branch Manager**

 ***Origin Energy PNG Ltd, Goroka, EHP, PNG***

***Achievements:***

1. Reviewed branch OPEX cost and in collaboration with management & the engineering team we decommissioned the existing terminal facility and set up a distribution depot. There’s now a 40% OPEX cost savings to the Goroka branch.
2. NIL workplace incidents or accidents whilst running a LPG terminal.
3. Achieved 100% staff training compliance and competency for the Goroka team.
4. Achieved 90% market coverage/distribution footprint within assigned territory (EHP & Simbu). (35% volume increase and continuous growth including strict debtors management)
5. Boosted distributor sales through customized site promotions at distributor outlets. Increased revenue through appliance sales.
6. Developed and ran marketing activities in line with provincial and national events which boosted sales and brand awareness. E.g. Cultural shows, provincial days, etc.
7. 100% operational efficiency with NIL equipment downtime.
8. NIL variance on non-gas warehouse stock and LPG stock.

**11.2015 – 01.2017 Team Leader Scheduler**

 ***Origin Energy PNG Ltd, Port Moresby, NCD, PNG***

***Achievements:***

1. Reviewed and implemented new delivery scheduling process for both the bulk segment and the cylinder segment in Port Moresby with zero customer stock outage.
2. Introduced new scheduling process in Lae/Madang & highlands deliveries and trained the respective site schedulers.
3. Mapping out of all distributor/customer/ agent sites throughout PNG and provided report to management to indicate our distribution footprint.
4. Facilitated staff trainings to ensure compliance with company policies and requirements.
5. Account management of customers with multiple accounts.
6. NIL variance of stock and nil deviation from deliveries.

**11.2014 – 11.2015 Administration Executive**

 ***China Harbour Engineering Co. PNG Ltd, Port Moresby, NCD, PNG***

***Main duties:***

* Office management/finance
* Recruitment -Visa & Work permit application and lodgment
* Fleet Management – NCD
* Project Bidding/write up.
* Admin Staff Supervision
* Coordinate travel bookings domestically and internationally.
* Review and finalize media material about CHEC projects before handing over to media agencies for publishing.
* Contractor management.

**03.2011 – 10.2011 Accounts Payables Officer**

 ***Hi Lift Co. PNG Ltd, Port Moresby, NCD, PNG***

***Main duties:***

* Follow up invoices and processing payments to suppliers.
* Daily banking runs and other admin runs as assigned by management.
* Ensure accounts are settled in order to avoid disruptions to business.
* Assist accounts receivables by chasing after trade debtors to settle outstanding invoices.
* Invoicing using ACCPAC Accounting Software

**Key Skills**

|  |  |  |
| --- | --- | --- |
| ***Sales & Marketing | Customer Service*** |  | ***Asset Management*** |
| ***Business Development*** |  | ***Operation Planning*** |
| ***Account Management | CRM*** |  | ***Team Leadership | Frontline management***  |
| ***Finance & Administration*** |  | ***MS Office Word|Excel|PowerPoint|Outlook*** |
| ***Business Reporting | Presentation*** |  | ***Budgeting & Forecasting*** |
| ***Research & Analysis*** |  | ***Safety Leadership*** |
| ***Scheduling | Supply chain*** |  | ***Staff Training & Development*** |
| ***Warehouse | stock management*** |  | ***Contractor Management*** |

**Education\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2012 – 2013 *Bachelor of Commerce, Majoring in Business Economics***

 *PNG University of Technology, LAE, MP*

**2007 – 2009 *Diploma of Commerce, Majoring in Business Economics***

 *PNG University of Technology, LAE, MP*

**2005 – 2006 *Higher School Certificate, GRADE 12***

 *Mount Hagen Secondary School, WHP*

**Additional Activities**

**01.2017 – 02.2021 *Site Warden/HSE Committee Chairman, Origin Energy, GOROKA***

**08.2016 – 12.2016 *HSE Committee Chairman, Origin Energy, POM***

**02.2016 – 07.2016 *HSE Tool box Team Leader (Team Hope), Origin Energy, POM***

**Trainings\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**11.2014 – 11.2014 *DEFENS HAUS, Fire Warden Training – Emergency evacuation training***

 *- Facilitated by: First 5 minutes F5M*

**02.2020 – 03.2020 *Management of Change (MOC) | Operational Risk Assessment (ORA) |***

 ***Introduction to Process Safety | LPG Hazard Training | Code of Conduct***

 - *Facilitated by: Origin Energy Australia*

**08.2020 – 12.2020 *Transformational Leadership Training***

 – *Facilitated by: Peopleconnexion Australia*

**Languages\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**English Full Professional working proficiency**

**Tok Pisin Native**

**Others\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Class 3 driver’s license - over 20 years driving light vehicles and 3 ton HV trucks**

**Accounting software – Attache’, Accpac *(intermediate)***

**Referees\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**To be provided upon request.**