

PERSONAL INFORMATION



Enrico, Gallo Modena

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Sex Male | Date of birth 18/07/1968 | Nationality Italian

WORK EXPERIENCE

2011 – Present

Contract & Project Manager Assistant

ENGIE Servizi S.p.A., c/o Luigi Lavazza SpA, Turin, Italy

The job entails several different aspects of project management: starting from dealing with details relating to new contracts such as start up cost-benefit analysis, planning and controlling, expanding to technical issues such as equipments creation on SAP, evaluation of plants considered in new contracts from an engineering point of view, including legal perspectives such as security evaluation and conformity to national and sub-national laws. The business bases so established define the amount of labour force allocated, capital investment dedicated to the project (from the short to the long term) and the different and specific characteristics of the management process implemented for each project.

In the running of each projects, the several start up objectives are modified to suit best performance practices both from an economic and administrative point of view as from a energy efficiency one. The underling core business being the achievement of energy savings for each project as determined by the objectives defined in accordance with Client's requirements and outlined in the formal contract, energy efficiency becomes a central issue which gives the scope for specific investment in plant reengineering (such as the requalification of the plant as a whole or the substitution of a number of specific equipments) and results in the definition of the objectives to be attained by qualified technicians operating on the Client's premises.

As it can be easily seen, relationship marketing is central to the management of projects especially when talking about large scale plant management or, in alternative, the management of a vast number of plants owned by the same Client.

Costing, pricing and budgeting are all closely related and such activities are implemented early at the start up stage of the contract. The forecasted costs of a project (such as energy supply and capital investments required) are considered intertwined with the pricing policies of the company as mostly the major resource deployed is the actual energy product (e.g. natural gas) employed to deliver the service. Budgets are created on a yearly basis to monitor and control objectives achievement and planning the future management of each contract.

SAP, together with other IT software and networks, is the key IT source for both general accounting and technical control of plant efficiency. The accounting part involves general accounting of costs (materials and services), revenue and invoicing, in which I am personally involved, and the system allows real time accounting of all other costs (such as the energy bills) which are dealt with by central offices in both Milan and Rome. Closures of business are done on a monthly base and reports are generated for the business budget and control unit at an area level, in which again I am fully involved.

Technically, SAP is used to monitor plant efficiency in terms of energy saving, engineering efficiency and overall plant performance in terms of costs to performance indexes. From the inputting of measurements of consumption to the reporting of resulted periodical performances these are all activities I am dealing with on a daily and weekly basis.

In close collaboration with the company central Buyers, I deal with suppliers directly to find materials and services to be used for projects and I take care of the administrative job involved, from order creation to approval of payments directly supervised by the Project Manager. It is amongst my duties the provision of best deal offers for services and materials to be used in the implementation of works related to each project (such as engineering improvements for the plants).

Other duties include, producing and editing security documents, providing key information for central offices in Milan and Rome as required. Matters dealt being from data on plants for the recognition of TEE (Titoli di Efficienza Energetica), rather than commercial data of contracts for foreseeable future marketing activities, to the reporting on reached achievements and suggestions for future strategic management decision making.

The whole business process, I tried here to resume, is performed under close scrutiny of high management levels and in full respect of company ethics and best practice objectives.

Business or sector Energy

2007 - 2011 **Sales Executive**

Alleanza Toro Assicurazioni SpA, Turin, Italy

Involved in the sales department, my main duties ranged from market research for potential clients, dealing with clients' enquiries, administrative activities relating to insurance policies and financial investments assets, ensuring the existence and archiving of clients personal documentation to meet legal requirements of national financial laws and regulations, and the general management of the existing portfolio of clients and engaging in sales activities to ensure the engagement of new investors.

Business or sector Insurance

2001 - 2006 **English Teacher**

Distretto Scolastico di Rimini, Italy

My work entailed teaching English language to pupils of elementary school from the second to the fifth year of study. The job involved devising, planning and proposing for approval the study programme and learning agenda for each class to the School Educational Board, teaching on a daily basis, examining, reporting on classes' performance in terms of educational objectives achievement, and relating with children of the age between 7 and 10 years old. The work also included the supervision of pupils on school trips out in the local area rather than national tourist resorts.

Business or sector Education

1998 - 2000 **Marketing Management Part Time Lecturer**

London South Bank University; Business School, UK

As an immediate consequence of my postgraduate studies in international marketing at LSBU, I was offered a place as part time lecturer within the Business School. I have actively lectured to 4th year students of the B.A. in Business Studies teaching general Marketing Management. Amongst my duties there were lecturing in seminar groups and in some occasions in the lecturing theatres of the BS, evaluating and marking seminar papers, advising students on job opportunities arising and for their choice of career path, and last but not least participating in discussions within degree evaluation committees.

Business or sector University

1994 – 1996 **International Operations Consultant**

S.O.G.E.S., Turin Italy

As part of the International Operations Division within the firm, I was responsible for international consulting for EU General Directorates projects and European Commission programmes. Personally, I was involved in the devising and designing of projects for EU Commission bids in the international consulting services sector for technical expertise to be provided to central and local government offices all over Europe; during my work at SOGES I was able to win several bids amounting to some 2.5 million euros. In teams of four to five members, I took part in enterprises' management training programmes in the field of business internationalisation and participation in EU projects.

Business or sector Consulting

1992 - 1993 **Foreign Exchange Market (FX) Assistant**

National Westminster Bank PLC, London, UK

As an administrative support to the sales executives office in the central NatWest Foreign Exchange Market (FX) Department, I was responsible for the accounting of the amounts of foreign currencies notes arriving from and departing for similar departments of a variety of international banks located in the core of the City of London. Appointed on a fixed term contract I was proposed as a future sales executive for the markets, yet due to drastic job cuts within the Company this career path was to me precluded.

Business or sector Banking

EDUCATION AND TRAINING

1996 – 1998 **Postgraduate Diploma in International Marketing**

7 EQF level

London South Bank University (LSBU), London, UK

- 18 months, International Marketing Management

1993 – 1994 **Postgraduate Diploma in EU Economic Law**

7 EQF level

C.O.N.E.S.F.O.R., associated with the University of Turin, Italy

- 9 months, European Union Business Law

1989 – 1992 **Bachelor of Science in Economics (Hons.)**

6 EQF level

University College of London (UCL), UK

- 3 Years, Economics

PERSONAL SKILLS

Mother tongue(s) Italian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Bachelor Degree and Postgraduate Diploma					
French	B1	B1	A2	A2	A1
High School Diploma in Languages					

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
Common European Framework of Reference for Languages

Communication skills Good communication skills gained through my experience as a manager assistant, sales executive, lecturer and consultant.

Organisational / managerial skills Project planning and management, also responsive for a team of technicians operating across several contracts.

Job-related skills EU funds, budget planning and control, legal affairs, energy efficiency, building and project management.

Computer skills Good command of Microsoft Office™ tools, SAP and other software.

Other skills Marketing management. A member (no. 3430316) of the Chartered Institute of Marketing since 1998.

Driving licence A, B

ADDITIONAL INFORMATION

- A former member of the Chartered Institute of Marketing (CIM) (*Membership n° 3430316*);
- Certified for safety on the job, corporate ethics, and legal good practice.

ANNEXES

Available to provide full proof of qualifications.

For Italian employers: the data contained in this curriculum vitae may be used for D.Lgs. 196/03 purposes.

