

# Althaf M A

Assistant Store Manager

Phone: 523521412

Email: althafkenzy@gmail.com

Address: Dubai, United Arab Emirates

Date of Birth: 06/02/2002



Committed to providing exceptional customer service, working well under pressure, and contributing to a positive team environment. Proven ability to source and acquire goods, services, and materials at competitive prices, while ensuring quality and timely delivery. Skilled in market research, contract negotiation, and inventory management. Strong analytical and communication skills, with a focus on building strategic partnerships and driving cost savings. Committed to optimizing procurement processes, improving efficiency, and supporting business growth.

## EMPLOYMENT HISTORY

Assistant Store Manager | Silver Aghadeer Group, Dubai

Jun 2022 - Present

Results-driven Assistant Store Manager with 2 years of experience in retail management, driving sales growth, improving customer satisfaction, and leading high-performing teams. Proven track record of increasing efficiency, reducing costs, and enhancing store operations.

- Assisted Store Manager in overseeing daily operations
- Supervised sales floor staff and provided coaching/feedback
- Analyzed sales data and implemented strategies to drive growth
- Managed inventory, including ordering and stocking
- Implemented visual merchandising and display strategies
- Coordinated events and promotions

## EDUCATION

SSLC | GHSM, Kodagu

2017

- Completed secondary education with a strong foundation
- Developed essential skills in:
  - Communication
  - Problem-solving
  - Critical thinking
  - Time management
- Passed with Distinction in 2017

Pre university Course | SDC PUC, Kodagu

2019

- Passed Higher Secondary with 80 in Accountancy
- Recording and classifying financial transactions
- Understanding accounting concepts and applying them to practical scenarios"

Diploma | Karnataka Computer Education

2021

- Skilled in :
  - Word: document creation, formatting, and editing
  - Excel: data entry, formulas, charts, and pivot tables
  - PowerPoint: presentation design, animations, and transitions
  - Windows 7: navigation, file management, and troubleshooting

## SKILLS

Supervision | Team Management | Work Planning | Customer Handling | Teamwork | Critical Thinking | Strong Communication | Situational Awareness | Administration

## LANGUAGES

English | Hindi | Malayalam | Kannada | Tamil