

Bharat Harpalani

Experience

FRENCH & CHEAPER SUPERMARKET AL AQUZ 3 Jul-2023 - Cancelled **Purchase & OPERATION MANAGER**

- Develops a purchasing strategy.
- Reviews and processes purchase orders.
- Manages other members of the purchasing team.
- Maintains records of goods ordered and received.
- Negotiates prices and contracts with suppliers.
- Builds and maintains relationships with vendors.
- Selects prospective vendors and negotiates contracts.
- Evaluates vendors based on quality, timeliness, and price.
- Schedules deliveries and ensures timely fulfilment of orders.
- Researches and evaluates vendors to compare pricing and services.
- Organizing all store operations and allocating responsibilities to personnel
- Supervising and guiding staff towards maximum performance
- Preparing and controlling the store's budget aiming for minimum expenditure and efficiency

RIGHT BUY SUPERMARKET (Distribution/ Warehouse) Jul-2021 – June 2023


BRANCH MANAGER


- Overseeing day to day sales operations
- Seamless implementation of the different rules and regulations while handling a team of 25 to 30 members
- Developing strong relationship with the vendors
- Maintaining proper records for the different invoices and bookings
- Reporting for the different day to day banking operations
- Planogram implementation, rental agreement and licensing activities
- Successfully maintaining the ordering sheet of 12000 items for avoiding the losses related to sales items
- Maintaining the list of highly moving top 2000 item list for stabilizing the sales
- Identification of the different needs and providing the different resources

RAK AL ASWAQ HYPERMARKET (Masafi Branch) **BRANCH MANAGER**

Sep 2020 – June 2021

 Dubai, U.A.E

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EDUCATION

- Completed 12th with CBSC board from Ujjain

COMPUTER SKILLS

- Operating Systems -Windows XP, Windows 7/8, Windows 10
- Software Packages -iPOS, Microsoft Office 2007-2017 (Word, Excel, PowerPoint) etc
- Typing Speed -40 WPM (English)
- Having good knowledge of computer system, internet, emails etc

AREA OF STRENGTH

- Ability to work under pressure and handle multiple tasks
- Highly optimistic and Good team player
Ambitious, hardworking, committed to excellence, with good interpersonal skills

LANGUAGES KNOWN

English, Hindi, Sindhi

PERSONAL PARTICULARS

Date of Birth : 12th June, 1984

Marital Status : single

Nationality : Indian

Visa Status : Employment Visa (*I can join immediately*)

OBJECTIVE

To pursue challenging career with responsibility in the area of Purchasing professionally managed company where I can share my knowledge, innovative skills and to contribute for achievement of organizational financial goal and get an opportunity for advancement.

CAREER PROFILE

- Ability to work under pressure and handle multiple tasks
- Fast learner, quick to absorb and utilize new methods
- Highly motivated and Optimistic
- A Good team Player

Al Aswaq Hypermarket is one of the growing hypermarkets & supermarket chain having 10 branches across multiple company in GCC, my duties spanned from negotiating best deals possible with suppliers, organizing layouts for best visible promotion, procuring stock at competitive price, maintaining staff level etc and reporting to general manager.

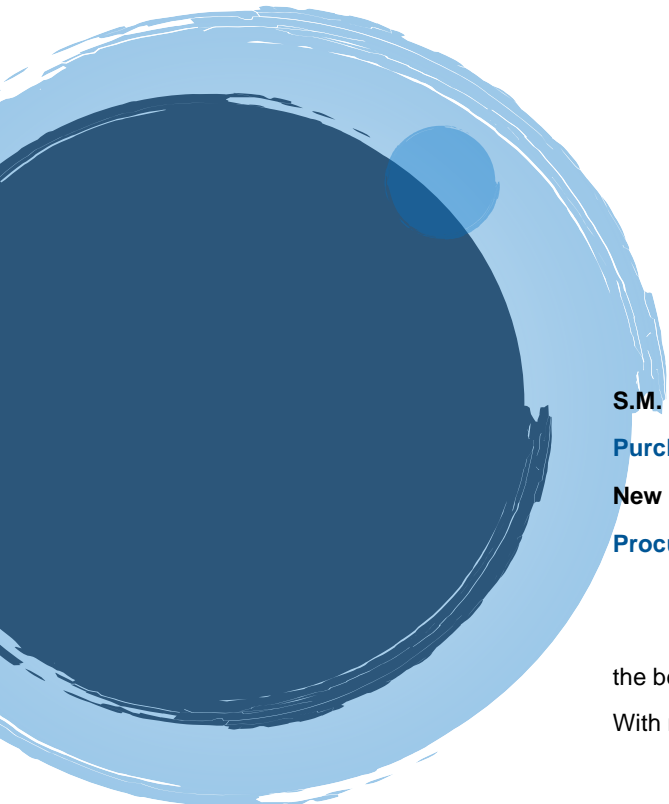
- Responsible for reviewing aging reports for slow moving inventory and arranging necessary promotion for liquidating the stock by way of running various promotions in conjunction with support from suppliers
- Reviewing out of inventory reports for fast moving times for timely replenishment of stocks to avoid loss of sales.
- Negotiating with suppliers and arranging attractive timely promotions to increase footfall
- Reviewing fast moving items and making sure competitive prices with neighboring stores
- Reviewing month to month sales report for identifying areas of improvement for better basketsales, number of customer and Gross Profit
- Arranging category wise attractive displays for better visibility of promotions for improving sales
- Responsible for setting timetable and job responsibilities for 50 employee

West Zone Fresh Supermarket (Al Barsha Branch) **Purchasing and Floor Manager**

AUG2017 – AUG 2020

West Zone Fresh Supermarket is one of the growing supermarket chains, which focus on Filipino Products, having its branches in Dubai. During my period of employment with West Zone, my duties spanned from setting up new Supermarket, arranging layout, procuring stock, maintaining municipality compliance, staff level etc and reporting to area manager. I was able to bring the monthly sales from scratch to 100K. My major responsibilities included;

- Responsible for purchase, negotiating best prices, promotions and offers
- Reviewing fast moving items and making sure competitive prices with neighboring stores
- Ensuring adequate stock of fast-moving items and timely return of slow-moving items
- Responsible for setting timetable and job responsibilities for staff of 30
- Arranging sections layout for easy accessibility to fast moving items
- Ensuring sections are arranged appropriately and timely audit for expired items
- Understanding requirements from each section and making necessary changes for better results
- Ensuring compliance related to municipality and making sure that medical reports are provided, pest controls done on timely manner
- Responsible for arranging timely food control training
- Maintaining expired items logbook, freezer temperature logbook
- Responsible for maintaining petty cash float of 20k

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- Reviewing cashiers reports daily basis
 - Good interpersonal relation skills

S.M. LAGUNA Hypermarket (Abu Dhabi Branch) Aug 2014 – July 2016

Purchasing and Store Manager

New Era Supermarket (Deira Branch) Aug 2012 – July 2014

Procurement and Store Manager

I, here by acknowledge that the above mentioned details are true to the best of my knowledge.

With regards to reference kindly contact me.

Thanking you,
Bharat Harpalani

