**CURRICULUM VITAE**

**Vicky Thakur**

**Objective:**

To obtain professional and financial heights, both for the organization and self, through skill, knowledge and experience I acquired.

 **Skills:**

* A motivated self-starter and a well-organized individual with a great sense of responsibilities.
* Dedicated to creating an atmosphere of respect and acceptance.
* Good convincing power with nice communication skills.
* Excellent communication skills.
* People skills with the ability to lead and motivate a team.
* The ability to work in high-pressure situations and to think on your feet.
* Be able to read and understand sales data.
* Excellent organizational and time management skills.
* Self-motivated with a high level of confidence.

**Educational Qualification:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Examination Passed** | **Specialization** | **School / College** | **Year**  | **Percentage**  |
| 12th | Commerce | MP. Board  | 2012 | 67 % |
| B. Com | Taxation | DAVV. | 2013-2015 | 55.00% |

**Professional Experience:**

* **Worked as Store Manger With MR.DIY Retail Pvt Ltd (July-22 to continue )**
* **Job Profile: Handled** the store 5741sq ft (Pune)
* Sales Achievements against Set Targets for the Store.
* Inventory Management and Stock Distribution.
* Review and analyses stock and sales reports monitoring over and under stocks implementing corrective action to be taken.
* Review and effectively deal with fast / slow lines, new ranges and end of ranges and implement necessary action.
* Merchandiser reviews after every 30 days.
* Monthly feedback on all aspects of:
* Sales performance
* Stock positions
* Product feedback -quality, style, colour, quantities, price etc.
* Delivering international store standards and consistency across the store.
* Maintaining commercial layouts in store, flexing according to seasons and trade through initial planning and regular visit.
* Ensure store sales, promotions are planned effectively, executed and promptly and maintained professionally.
* Providing monthly feedback on competitor to ARM.
* Identify and recommend staff for succession planning.
* Ensure all disciplinary procedures and staff movements are dealt with correctly.
* Concentrating more on pilferage control and achieving sales target.
* Giving the High conversions & increase the ticket size with add on sales.
* Management of the entire floor with respect to staff scheduling.
* **Worked as a Store Manager with ITSY BITSY Pvt Lt**d. (Nov 20 to June 22)
* **Job Profile: Handled** the store 2000sq ft
* Handling Retail Outlet Store Team, managing their compensation, administration driving them to achieve pre planned business targets.
* Incorporating bonded teamwork and managing healthy environment
* Motivating the team members by innovative strategies, rewarding performers aptly, ensuring effective management
* All Stock Vehicles properly received with the micro checks & properly inward in system.
* Ensure that Fast Moving Consumer Goods stock availability always there in store.
* House-keeping daily task to be done without fail & store readiness for trading before customer arrivals. Monthly Deep Cleaning, zero level cleaning. Daily Cleaning Marshal’s Audit to be followed.
* Understand & Implement the Brand Strategies since Concept, Product Roadmap – Study, Plan, Execute, Review & Execute again.
* Daily Top 50 SKU’s count, Daily High Shrink Segment Articles count & Quarterly Stock Take of physically inventory vs system inventory.
* Keep a eye on local market, to understand the product availability in store, if the product is not mapped in the store, then took follow-up with the concerns for getting it mapped asap in store.
* **Worked as a Store Manager at Color bar USA** (Sep 19 to Oct 20)
* **Job Profile**: Deliver excellent service to ensure high levels of customer satisfaction.
* Motivate the sales team meet sales objective by training and mentoring staff.
* Create business strategies to attract new customers, expand store traffic, and enhance Profitability.
* Respond to customer complaints and concerns in a professional manner.
* Ensure store compliance with health and safety regulations.
* Develop and arrange promotion material store displays.
* Prepare detailed reports in buying trends, customer requirements, and profits.
* Undertake store administration duties such as managing store budget and updating financial records. inventory levels and order new items.
* Manages stock and presentation of products.
* Stock maintains, inward -outward and store closing ppt related work stock auditing cash management
* **Worked as a sales officer in Trent LTD** (West Side Indore) (Aug-16 to Aug-19 )
* **Job Profile** : Greet and direct customers
* Provide accurate information (e.g. product features, pricing and after-sales services)
* Answer customers questions about specific products/services
* Conduct price and feature comparisons to facilitate purchasing.
* Cross-sell products
* Ensure racks are fully stocked.
* Manage returns of merchandise.
* Coordinate with the Retail Sales Representatives team to provide excellent customer service (especially during peak times)
* Inform customers about discounts and special offers.
* Provide customer feedback to the Store Manager
* Stay up to date with new products/services.

Worked with M/s. Padmavati Enterprises as an **Accounts Assistant** (Having prestigious National & International Fashion brands & sports gear like Adidas, Mufti, Benetton, French Connection etc.)

**Job Profile:** To make all data entries related sales, purchases, taxation on Tally & reporting of sales and target achievement to senior management on MS-Excel,

**Duration: (**Sep-2014 to july-2016)

 **Personal Information**:

 Date of Birth. **:**  28.06.1992

 Marital Status **:** Unmarried

 Father Name **:** Kamal Singh Thakur

 Present address **:** 102-Ajay Bag Colony, Near Daly College, Indore (M.P.)

 E-mail ID **:** vickythakur7@gmail.com

 Languages **:** Hindi & English

 Hobbies **:** Playing Cricket & Dancing

 Computer Literacy : Basics & Fundamentals.

 : **MS-Office, Email**

 :  **Internet**

 :  **Tally (all versions**)

 : **Billing Soft-wares**

 **(Like Sap, shopper, Genesis)**.

 Extra Curriculum **:** 2nd Price in college level dancing competition.

 **DECLARATION**:

 I do here by declare that the above information is true to the best of my knowledge.

Date: / /

Mobile No. - 9584747194

Place: Indore (**Vicky Thakur)**