



JITHIN SHAJI

## PROFILE

JITHIN SHAJI  
KANIYAMKUNNEL (H)  
CHEENIKKAPPARA  
PALAKKAYAM P.O  
PALAKKAD – 678591  
KERALA

DOB : 21/06/1999



9072427267



Jithinsha2424@gmail.com

## NATIONALITY

INDIAN CITIZEN  
PASSPORT NUMBER  
X7211299

## LANGUAGE KNOWN

English  
Malayalam  
Hindi  
Tamil

## MARITAL STATUS

Single

## FATHER'S NAME

Shaji KG

## MOTHER'S NAME

Binitha KJ

## PROFESSIONAL SUMMARY

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

## ACADEMIC DETAILS

### MCOM (Finance) Regular

Calicut University A+ grade -2020-2022  
St Marys College Sulthan Bathery ,Wayanad

### BCOM (Computer Application)-First Class

Calicut University ,B grade 2017-2020

### Computer science -First Class

Board of Higher Secondary Examination, Kerala  
2015 - 2017

### SSLC-Distinction

Central board of secondary education (CBSE)  
2015

## WORK EXPERIENCE

### STORE MANAGER CUM ACCOUNTANT

Mi Lifestyle Private Limited CAF( Company Authorised Franchise) Mannarkad , KERALA, working here from Sep 2022 – Current

- Made the start up company to a huge profitable firm within in 1 year.
- Handle sales ,accounts and billing session.
- Promote team-oriented culture with common sales, service and productivity goals.
- Delegated assignments to meet coverage needs and maintain store standards.
- Established customer relationships to generate more business, maintain store profitability and expand brand loyalty.
- Set performance expectations for employees and implemented improvement plans to reach targets.
- Responsible for ordering of stocks for weekly replenishment.
- Know the store business SWOT analysis well.
- Coach and guide staffs for high productivity.
- Manage and control damages and loss in the store.
- Handle daily collection cash and depositing in bank accounts.
- Maintains company interest and profitability.



## PROFESSIONAL SKILLS

- Critical Thinking
- Effective Communications
- Advertising and marketing
- Staff management
- Employee training
- Loss prevention
- Inventory control
- Customer service management
- Time management
- Employee relations
- SWOT analysis

## **REFERENCE**

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Will be provided upon request.