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**PADAM BHANDARI**

**Karama Dubai**

**Contact. 00971581225264**

**Email: bhandarikn@hotmail.com**

**Career Objective:**

**To explore my knowledge of retailing and to deliver the best service to the customer and to be a part of an organization where I can establish my career path, productively invest time, fully develop my skill and apply my personal interest and ideas.**

***Key Skills:***

**Managing staffs , Customer service, Operating Point of Sales, Inventory Controller**

**PROFESSIONAL EXPERIENCE:**

**Company : Reliable Furniture and Interiors Kathmandu Nepal**

**Designation : Assistant Sales Manager**

**Period : Jun 2019 to April 2025**

**Job Responsibilities**

* **Oversees and supervises all the transactions as well as the work made in a furniture store.**
* **Monitoring all the stock in and out from warehouse.**
* **Deals with returns and exchanges, appeases the customers who are returning defective or broken goods.**
* **Tracking of attendance to eliminate delays.**

***Pervious Experience***

**Company : Pottery barn Kids (Al shaya Group ) Dubai Mall**

**Designation : Sr. sales associates March 2010 to March 2019**

**Job Responsibilities**

* **Ensuring sales and key service areas are clean, presentable, fully stocked & compliant to Brand/Company Policies & Procedures**
* **Actively participating in product launches and marketing events in order to develop customer relationships**
* **Responsible for all administration and document completion**
* **Taking fully responsibility to place an order of fast moving items and customer Order**
* **Sourcing material such as props, visual stuffs and lightings**
* **Partially receiving the stocks from warehouse and arranging ,Monitors and maintains current inventory levels**

**Pervious Experience**

**Company : Landmark Group Lifestyle- international**

**Location : AJMAN CITY CENTRE/SHARJAH CITY CENTRE**

**Designation : Sales Associate (April 2004 to Feb 2010.)**

**Job Responsibilities**

* **Managed overall activities of the dept right from customer service, visual merchandising and operating POS,(Point Of Sale )**
* **Receiving stocks from DC and allocated them in respective department for replenishment purpose**
* **Maintained detailed knowledge of section merchandise, ensuring promotions and fast selling lines are featured.**
* **To achieve sales target of the store in line with department contribution and to increase the profitability of the store.**
* **Studying reports like Daily Sales Report, Stock Movement, Shrinkage/damage Reports and Ageing stocks etc.**

**ACADEMIC QUALIFICATIONS:**

**S.L.C. High School HMG Board of Nepal. Sen Secondary School Tansen (1986-1995)**

**Proficiency certificate Level Nepal Commerce Campus Minbhawan Kathmandu (1997-1999)**

**Other Skills**

 **Computer Applications MS Office, Internet and social Media**

**Operating ARES and COMS (Customer Order Management System)**

**UAE light vehicle driving license**

**Personal Profile:**

**Date of Birth : 1st July 1977 Place of Birth : Nawalparasi,Nepal**

**Marital Status : Married Visa Status : Visit visa**

**Nationality : Nepali Languages : English, Hindi, & Nepali**

***Reference* : Mr. Ishan Sengal**

**Business Process Specialist Alshaya Group Contact No.0552090285**

 **Dubai United Arab Emirates**