

# **TAZKEER AHMAD** (MBA in Marketing; Bachelor of Commerce)



**Post Applied:** Store Manager/Store Supervisor/Sales Marketing/Admin/Assistant HR

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## **PROFILE SUMMARY**

To obtain retail sales and operational position with a global business, or Professional, Associations that is seeking individual who can analyze, organizes, and manages challenging projects that promote growth through individual and product achievement through Store Operations Management, Administration, Sales, Inventory Management, Marketing, Team Management, Customer Service, Shrinkage, Merchandising.

## **WORKING EXPERIENCE**

1. Store Manager at HOPE SUPERMARKET L.L.C, Dubai, UAE (Since Aug 2022)
2. Store Supervisor at HOPE GROCERY STORE L.L.C, Dubai, UAE (Dec 2021 to July 2022)
3. Accountant at PLANET HOPE REAL ESTATE L.L.C, Dubai, UAE (June 2021 to Nov 2021)
4. Store manager at SUPER99 (SUPER NINETY-NINE RETAIL PRIVATE LIMITED) New Delhi (March 2018 to April 2021)
5. Assistant Store Manager at TWENTY-FOUR SEVEN CONVENIENCE STORE (GODFREY PHILIPS INDIA LIMITED) New Delhi (Dec 2014 to Feb 2018)
6. Assistant Floor Manager at STORE99 GIP MALL (NINETY-NINE GENERAL RETAIL PVT LTD) New Delhi (Oct 2013 to Nov 2014)
7. Sales Officer at KIWI FOODS INDIA PVT LTD, New Delhi (Sep 2012 to Oct 2013).

## **JOB DESCRIPTIONS**

- ❖ Prepare & participate in the preparation of sales budget.
- ❖ Maximize sales & achieve sales target & profitability.
- ❖ Control costs within budgetary guidelines.
- ❖ Ensure inventory like order management, stock consolidation etc.
- ❖ Analyze stock & sales report, fast- & slow-moving SKU's, new ranges.
- ❖ Stock maintenance of expiry & damage stock.
- ❖ Goods received note, manual indent, Direct to Store indent.
- ❖ Sales report, DSR Report, consumable report.
- ❖ Attendance, expiry & damage report.
- ❖ Customer walking report, challan report, MIS Report.
- ❖ Motivating team to achieve sales target and explaining about the operations of the store to all employee.

- ❖ Giving training and their responsibility in the store.
- ❖ Handling customer complaints and issues.
- ❖ Monitor attendance and punctuality of store staff.
- ❖ Monitor foot fall management.
- ❖ Ensure the products are available to consumers.
- ❖ Displaying of products by planogram, color coordination etc.
- ❖ Bounce products to be documented and reported.
- ❖ Maintaining FIFO of the products and checking of expiry and damage goods are not displayed on the shelves.
- ❖ Sales promotion activities are carried properly in the store.
- ❖ Displaying of offer & promotions like coupons, free samples, window display signs & posters.
- ❖ Conducting the perpetual inventory of high value SK U's on daily basis.
- ❖ Controlling the documentation where the stock receiving and dispatching have no difference as per system and physical.
- ❖ Reporting to higher authorities in categories where there is a major loss and taking right steps to control the shrinkage.

## **ACADEMIC**

**Master of Business Administration** (MBA/Marketing), Year of Passing: 2012

**Bachelor of Commerce**, Year of Passing: 2008

## **ACHIEVEMENTS & REWARDS**

### **SUPER99**

- ❖ Recognized for delivering highest customer CSAT.
- ❖ Recognized for training & induction for new SM/ASM/AFM.
- ❖ Recognized for best SOP & Store standards.
- ❖ Best store in customer services.
- ❖ Best Store Managers.

### **TWENTY-FOUR SEVEN CONVENIENCE STORES**

- ❖ Recognized for best Assistant store manager.
- ❖ Recognized for best VM & Store standards across region.
- ❖ Recognized for highest ever GOLY performance for 2016-17.
- ❖ Best store in SOP Standards during audits.

### **STORE99**

- ❖ Recognized for best VM & Store standards across region.

- ❖ Recognized for best SOP standards during audits.
- ❖ Best manager for delivering highest CSAT scores & sale.
- ❖ Best floor manager.
- ❖ Best Manager for maintaining shrinkage below 1%.

#### **KIWI FOODS INDIA PVT LTD**

- ❖ Best sales officer and Best in customer service.
- ❖ Recognized for highest sales target benchmark

#### **SKILLS**

- ❖ SAP retail, Logic retail, Posiflex retail, Tally Erp.
- ❖ Store operations management, Customer service, Time management, Leaderships.
- ❖ Decision makings, Multi-Tasking, Active listening, Skills management, Communications.
- ❖ Store EBITDA growth, Staff recruitment, Staff training, Profit & loss, Breakeven point.

#### **HOBBIES**

- ❖ Travelling, Socializing, Supporting social welfare.
- ❖ Learning & Exploring, Motivating people.
- ❖ Community outreach programs.

#### **DECLARATION**

I do hereby declare that the above-mentioned information is true that best of my knowledge and belief.