

CURRICULAM VITAE



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OBJECTIVE

To get the associated with a progressive organization, working in a challenging environment analyzing my experience and sharpening my skills, beating challenges in my passion. I exhibit the potentially to grow and take up responsibilities

EDUCATIONAL QUALIFICATIONS:

COURSE	NAME OF INSTITUTION	YEAR PASSING
BUSINESS MANAGEMENT(B.B.M)	INDUS COLLEGE KARNATAKA	2011
PRE UNIVERCITY COLLEGE(P.U.C)	PRE UNIVERCITY COLLEGE KARNATAKA	2008
S.S.L.C	GOVT HIGH SCHOOL KARNATAKA	2006

TECHNICAL QUALIFICATIONS:

COURSE	NAME OF INSTITUTION	YEAR PASSING
FIRE &SAFETY ENGINEERING	MIFSE MANAGLORE KARNATAKA	2013
ADVANCE COMPUTER APPLICATION	KARNATAKA COMPUTER ACADEMY	2011

WORK EXPERIENCE SNAPSHOT

ORGANISATION	POSITION	MONTH\YEAR
NOOR AL HAYAWIIA FMCG TRADING, UAE	KEY ACCOUNT EXECUTIVE	MAY 2022 TO CURRENTLY
GMG GROUP (GEANT,FRANPRIX SUPERMARKET).UAE	SECTION MANAGER	OCT-2021 TO MAY 2022
GMG GROUP (GEANT,FRANPRIX SUPERMARKET).UAE	FMCG SUPERVISOR	OCT-2018 TO OCT-2021
WESTZONE FRESH SUPERMARKET .UAE	ASST.BRANCH MANAGER	MAR-2017 TO OCT-2018
WESTZONE FRESH SUPERMARKET .UAE	FLOOR SUPERVISOR,	AUG-2016 TO MAR-2017
ADITHYA BIRLA GROUP MORE SUPERMARKET. INDIA	STORE KEEPER,INVENTORY	2014 TO 2016
FIRST SOURCE SOLUTION	CUSTOMER SERVICE ASSOCIATE	2011 TO 2013

EXPERIENCE AND SKILLS

KEY ACCOUNT EXECUTIVE –Noor al hayawiia fmcg food stuff trading :-

Achieves maximum sales profitability, growth and account penetration within a market segment by effectively selling the company products. Promotes/sells/secures orders from existing and prospective customers through a relationship-based approach.

- Keeping in contact with existing customers in person and by phone
- Making appointments with and meeting new customers
- Agreeing sales, prices, contracts and payments
- Meeting sales targets
- Promoting new products and any special deals
- Advising customers about delivery schedules and after-sales service
- Recording orders and sending details to the sales office
- Giving feedback on sales trends

Section Manager –(Geant,franprix supermarket):-

- ❖ Manage store operation by ensuring exceptional performance and excellent customer services.
- ❖ Assist customers in all aspects of store services including handling complaints and inquiries.
- ❖ Train and supervise employees.
- ❖ Ensure banking is managed efficiently and cash & receipts are reconciled.
- ❖ Assisted in building up the sales for the business using marketing techniques.
- ❖ Coordinate sales promotion and provide sales target
- ❖ Responsible for the overall wellbeing of staff while at work.
- ❖ Increased sale beyond the store expectations.
- ❖ Reduced Expenses, shrinkage and maximized sales.
- ❖ Formulates pricing policies by reviewing merchandising activities.
- ❖ Determining additional needed sales promotion; authorizing clearance sales; studying trends.
- ❖ Maintains store staff by recruiting, selecting, orienting, and training employees.
- ❖ Markets merchandise by studying advertising, sales promotion, and display plans; analyzing operating and financial statements for profitability ratios.
- ❖ Managing and educate the team of 35 staff.
- ❖ Maintains the stability and reputation of the store by complying with legal requirements.
- ❖ Ensure interior and exterior of store is maintained to company standards.
- ❖ Trains store staff by reviewing and revising orientation to products and sales training materials; delivering training sessions; reviewing staff job results and learning needs with retail store manager; developing and implementing new product training.
- ❖ Evaluates competition by visiting competing stores; gathering information such as style, quality, and prices of competitive merchandise.
- ❖ Attracts customers by originating display ideas; following display suggestions or schedules; constructing or assembling prefabricated display properties; producing merchandise displays in windows and showcases, and on sales floor.
- ❖ Promotes sales by demonstrating merchandise and products to customers.
- ❖ Helps customers by providing information; answering questions; obtaining merchandise requested; completing payment transactions; preparing merchandise for delivery.
- ❖ Prepares sales and customer relations reports by analyzing and categorizing sales information; identifying and investigating customer complaints and service suggestions.
- ❖ Maintains a safe and clean store environment by developing and publishing evacuation routes; determining and documenting locations of potentially dangerous materials and chemicals.

Floor Supervisor – (Westzone Fresh SupermarketL.L.C):-

- ❖ Maintained store facilities to ensure smooth functioning – Made arrangements and placed orders for new stock and supplies whenever necessary

- ❖ Receives and inspects all incoming materials and reconciles with purchase orders; processes and distributes documentation with purchase orders; reports, documents and tracks damages and discrepancies on orders received.
- ❖ Fills supply requisitions; assists buyer to order adequate merchandise and supplies; delivers orders to faculty and staff.
- ❖ Receives stores documents and confidential files; maintains record of approved document and confidential file destruction.
- ❖ Handles and documents storage and transportation of hazardous materials.
- ❖ Maintains the store, records area and stores area in a neat and orderly manner.
- ❖ Answers questions regarding procedures and resolves discrepancies regarding receipts, deliveries, warranties, repairs and surplus property.
- ❖ Trains and directs the work of student assistants.
- ❖ Reported to store manager on a regular basis regarding the need/demand of items so that the future orders could be placed accordingly.

ACCOMPLISHMENTS

- ✱ My biggest accomplishment was expanding and organizing a brand new supermarket since its opening. I not only organized the supermarket but increased the nonstop sales.& we got the breakthrough within a year.
- ✱ There is 1 more accomplishment when we opened our another branch, i not managed both branches in a time although with the help of my team hard work we increased the sale of that branch as well,

PERSONAL DETAILS

Date of Birth : 06.09.1990
 Age : 32
 Nationality : Indian
 Visa status : Employment visa
 Religion : Hindu
 Marital Status : Married
 Pan no: : EONPS0882B
 Passport no: : K8020158
 DRIVING LICENSE : UAE AUTOMATIC CAR (own car)
 Height : 6ft
 Weight : 70
 Blood G : B+

Language Known : English, Hindi, Tamil, Malayalam, Telugu, Kannada, Tulu

DECLARATION

I hereby declare that all above given particulars are true and correct to the best of my knowledge and belief.

Yours Obediently:-Sajith kumar

