

Sachin Tailor

(B.COM, RSCIT)

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Visa Status: Visit Visa - Expired on 08-Nov-2023

Passport No:

U1909788

Nationality: Indian

**CAREER OBJECTIVE**

To establish a career in an industry where I can enhance my skills and strength in conjunction with company's goal and objective, by means of which I can learn myself and the organization scale to further heights with my constant endeavor. And to pursue new challenges that effectively utilizes my abilities that would in turn enhance my career.

PROFILE SUMMARY

B. COM from (MLSU) having 3+ year of experience in Accounting & retail , event . I have experience of cashier ,Expense and cash management , Teal leading, customer service, stock management .

CORE STRENGTHS AND SKILLS

- Initiative
- Accurate in tasks
- Organized and meticulous
- Self – Motivated
- High Level of Integrity Adaptive Learner
- Pleasing & Positive Nature
- Analytical ability
- Can easily mix with people and work well in teams as well as an individual.
- Good problem-solving skill.

PROFESSIONAL EXPERIENCE

Sr. Associates – Reliance fresh ltd

JUN 2016 TO FEB 2017

DUTIES AND RESPONSIBILITIES:

- *Head cashier: Head Cashier, or Senior Cashier, oversees the cashier staff and overall functions of a retail store. Their main duties include addressing employee and customer complaints or requests, ensuring all registers have the correct amount of cash at all times and resolving price checks for customers.*
- *Expenses Management: Retail store daily based expenses management and check all expenses bill and verify by store manager*

Assitant store manager. – ONDOOR concept pvt ltd AUG 2018 TO FEB 2019

DUTIES AND RESPONSIBILITIES:

- *Team leading -supervisory position directing the sales team in the retail environment. It is job to help*

implement a company's sales strategy and ensure that the rest of the sales team adheres to these guidelines.

- *Cash management - Cashir and cash book everday check by register and it's also check bank to deposit*
- *Assist the Retail Store Manager in planning and implementing strategies to attract customer*
- *Coordinate daily customer service operations (e.g. sales processes, orders and payments)*
- *Track the progress of weekly, monthly, quarterly and annual objectives*
- *Monitor and maintain store inventory*
- *Evaluate employee performance and identify hiring and training needs*
- *Supervise and motivate staff to perform their best*
- *Coach and support new and existing Sales Associates*
- *Monitor retail operating costs, budgets and resource*

Store manager. – SILVER LEAF (Balloons unlimited) JAN 2021 TO AUG 2023

DUTIES AND RESPONSIBILITIES:

- *Team leading -supervisory position directing the sales team in the retail environment. It is job to help implement a company's sales strategy and ensure that the rest of the sales team adheres to these guidelines.*
- *CUSTOMER SERVICE - Customer related any design and service related solution .*
- *Cash counter and Expenses - Store related cash and expenses detail management. Daily expenses report maintain in excel*
- *Event - responsible for every aspect of event planning. Their main duties include selecting venues, determining the cost, arranging event services, and monitoring client approval.*
- *Organize orders and inventory.*
- *Interact with vendors and suppliers.*
- *Track and increase sales.*
- *Offer excellent customer service.*
- *Respond to customer questions, concerns and complaints*

EDUCATION

NAME OF QUALIFICATION	NAME OF INSTITUTE	YEAR	%
Bcom	MLSU	2016	63%
HSC	RBSE	2013	75.20%
SSC	RBSE	2011	57.00%
RSCIT	VMOU	2014	72.02%

ACCOUNTING AND COMPUTER SKILLS

- *TALLY PRIME*
- *Microsoft excel, Microsoft word.*

OTHER ACTIVITIES

I love to play cricket. I enjoy sport, travelling, listening to music and sharing a great meal with friends as well as making new friends.

PERSONAL DETAILS

Visa Status : Visit Visa
DOB : 27-03-1996

Marital Status : Unmarried