



SURESH SHANIGARAM

PROFESSIONAL SUMMARY

Highly Accomplished Store Manager with exceptional experience of 10 years in retail management, sales inventory control. Organized and adept at prioritizing daily tasks and following through to achieve performance and productivity goals. Proficient in restocking store merchandise to guarantee product availability for customers. Demonstrates honesty and traceability to build trust with teams of warehousing staff and uphold high inventory standards. Brings outstanding communication, leadership and organizational skills to maintain smooth-running logistical processes and build motivated, hard-working warehouse teams.

WORK HISTORY

Store Manager, 02/2023 - 11/2024

Viva Supermarket, Landmark Group Dubai, UAE.

- Management of the entire store team. & focus their operations to achieve the budget & target
- Trained new staff on store procedures and policies, developing knowledgeable, confident teams.
- Monitoring store sales to check that quotas are met.
- Monitored stock levels and wrote timely order warehouse requests to replenish merchandise.
- Ensuring that employees observe company protocols.
- Collaborating with area managers to ensure that operations are consistent across the board.
- Informing supervisors progress and pitfalls on a regular basis
- Analyzed competitors' activities and reported the same to the operation head.
- Introducing new promotional strategy
- Conduct the store promotions and activities
- Analyzed sales and marketing information to update strategic plans.
- Responded to customer complaints and concerns in a professional manner.

Store Manager, 01/2019 - 01/2023

West Zone Group LLC, Dubai, UAE

- Delivered excellent service, greeting customers warmly and delivering faultless assistance throughout store visits.
- Built loyal customer bases by delivering excellent service and ensuring availability of in-demand products.
- Stocked and restocked inventory upon delivery receipt, maintaining accurate supply records.
- Managed day-to-day operations for popular, high-turnover stores, consistently exceeding revenue targets.
- Communicated product benefits confidently and enthusiastically, effectively engaging customers to increase sales likelihood.

Assistant Store Manager, 11/2017 - 12/2018

West Zone Group LLC, Dubai, UAE

- Assist the Store Manager in planning and implement strategies to attract customers
- Improved store ability to meet and exceed customer expectations, through careful trend and stock monitoring.
 - Coordinate daily customer service operations.

Contact

Dubai- United Arab Emirates

+971-545496959

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PASSPORT & VISA DETAILS

- Passport No : V9096987
- Date of Issue : 16-08-2022
- Date of Expiry : 15/08/2032
- Visa Status : Employment Visa.

Skills

- Ms office (excel, word, Outlook PowerPoint)
- Adobe Photoshop
- Good internet Surfing
- Just in time stock control
- Merchandise planning
- Store management
- Retail Inventory management
- Excellent interpersonal skills
- Relationship Management
- Inventory audits
- Ware house operations

EDUCATION

07-2009 to 05-2012 Andhra Pradesh.

- **BSC (Bachelor Degree of Science) Kakatiya University.**

07-2006 to 05-2009 Andhra Pradesh.

- **HIGH SCHOOL DIPLOMA – Board of Intermediate Education.**

06/2005 – 05/2006 Andhra Pradesh.

- **Board of secondary Education – Board of School Education.**

ACHIEVEMENTS

- Received Dubai TSI Quality Services Person-In-Charge Award from Chief examiner 2019.

PERSONAL DETAILS

- Date Of Birth: 14-06-1991
- Nationality: Indian
- Languages Known: English, Hindi & Telugu

- Demonstrated company core values in management and leadership, working with respect, honesty, integrity, inclusion and safety of others.
- Improved store operations by harnessing sales data and customer feedback.
- Research emerging products and use information to update the store's merchandise.
- Handle complaints from customers.
- Supervise and motivate staff to perform their best.

Store Keeper, 09/2014 - 08/2017

West Zone Group LLC, Dubai, UAE

- Receiving all Products and Checking a Temperature and condition of products.
- Maintaining all store in well manner as per Dubai municipality Rules and Regulation.
- Maintaining Record for Supplier & Distributors Vehicle No. & Chiller Temperature.
- Clearing All GRVs (Expiry & Damage).
- Preparing monthly stock reports and submitting to the head office.
- Manage paper and official documents (E-mails, letters, Attendance sheet).
- Preparing All Promotion posters.
- Preparing LPOs (Local purchase Order).
- Solving all kinds of troubleshoot in all the computers of supermarkets.
- Merchandising of the whole section and keeping it in a good manner.
- Looking at the ordering and availability of sections.
- Helping to Customer for find item in supermarket and providing them a good Satisfaction.

DECLARATION

Here I am declaring that the above information furnished is true and is given with my full knowledge.

S. Suresh