

## **Summary**

I have the skills and qualifications needed to excel for this role. I am fast learner; I possess excellent problem solving capabilities, and I can manage a significant work load. As an Assistant Showroom Manager my primary responsibility is to achieving the sales target of showroom. I always act as a positive role for motivating the staff and do regular meeting with them to sustain the customer satisfaction and delightness.

## **Work History**

### Flipkart

Team Leader (Trainee), 7 March – Current

- Last Mile Operation.
- Ensuring timely delivery of product without CPD breach.
- Day to day meeting of wishmaster to attain the target.
- Focus on the multiple conversion related to the Hub.
- Give training to the wishmaster as per the policy of company.

### Malabar Gold & Diamond

Assistant Showroom Manager, 13 March 2023 – 7 Jan 2024

#### Marketing

- BTL activities for achieving the particular campaign target of the showroom.
- Monthly planning what we are going to do in upcoming month especially occasion like Jayanti, national and international day, festival.
- D2D for the new catchment of area which is under in tertiary category.
- Collect the HNI Customers data and organize event for sustaining them.
- Achieving the target of schemes
- Leading the team of marketing staff of Ghaziabad showroom.

#### Operation

- Floor management with the precised SOP's.
- Implementing FIFO in the old aging products, new products, and newly launched products.
- Proposed stock VS Actual stock, if gapping then maintains the order through RAMS.
- Planning to give extra KRA to staff for showroom decorum.
- Matrices of the non-purchased customer VS purchased customer as per products as well.
- Frequently moving product in Ghaziabad, why and which size demand is high on priority.

#### Learning & Development

- Organized morning meeting with agenda.
- Planning every month RnR activity to motivates the staff.
- Explaining new offers to the staff as per the campaign requirement, Diwali offers and seasonal offers.

## Research & Development.

- Schemes of other competitors, why they are different from ours.
- Product quality. (Sale return, repair, No. of Bills)
- Price differentiation of diamond, gold and making charges.

## Brain4Brands.

Business Development Executive, Feb 2019 – July 2021

### Sales

- Increase sales opportunities via cold calling, emailing and personal meeting with new clients.
- Customer mapping, what they are likes and dislikes in our services.
- Getting in touch with regular clients so that they can sustain with long time.
- Lead generation from digital media such as Facebook, Instagram and email.
- Approach new startups for their branding and marketing.

## Internship

### Firebooking.

Digital Marketing Intern, June 2022 – Aug 2022

- Social media planning such as social media calendar, posts, stories and booking offers.
- Research about the competitors pricing, their offers, and strategies.
- Graphic designing on Canva.
- Increasing the followers of Instagram page and Facebook page.
- Using Instagram and Facebook analytics for running the online campaign.

## Skills

- Sales
- CRM
- Planning
- Research
- People management

## Education Background

Masters of Business Administration, 2021 – 2023.

- Marketing and Operation from AKTU.

Bachelor of Arts, 2018 – 2021.

- Political Science and English from DU.

## Personal Information

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