

NITIN BAGRI

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CAREER OBJECTIVE

Intend to build a career with an organization with dedicated people, which will help me to explore myself fully and realize my potential willing to work as a key player in challenging & creative environment.

PROFESSIONAL SUMMARY

1. Clerical work
2. Stock management
3. Account executive work
4. Staff co-ordination
5. Business development
6. Sale and brand building work
7. Managing and leading sales team

EMPLOYMENT HISTORY

KC OVERSEAS, Designation: Manager

Work for 3.10 Years (April 2020 to till now)

Job Responsibilities: -

- Managing a team of UK Immigration Consultants and Administrators to ensure a high quality of service is delivered to clients at all times.
- Visa Filing UK and Australia.
- Design strategy and set goals for growth.
- Maintain budgets and optimize expenses.
- Ensure employees work productively and develop professionally.
- Oversee recruitment and training of new employees.
- Prepare regular reports for upper management.
- Ensure staff follows health and safety regulations.

FAB INDIA (Karnal), Designation: Floor Manager,

Work for 3 Years (February 2017 to March 2020)

Job Responsibilities: -

- Retail floor managers **supervise the new employees and promote the company culture to staff members**. They make sure that workers know how to run cash registers and handle simple customer complaints. One role retail floor manager take on is making sure their departments perform well in sales
- Clothing store managers are **responsible for receiving merchandise for their store; pricing and displaying their product in an appealing and fashionable manner**; and hiring, educating, terminating and motivating staff in providing exceptional customer service and care.

INTERNATIONAL CALL CENTRE(WWBMO)(Delhi), Designation: Business Associate

Work for 6 months (May 2015 to December 2015)

Job Responsibilities: -

- Research, document, rate, or select alternatives for web architecture or technologies.
- Identify case issues and evidence needed, based on analysis of charges, complaints, or allegations of law violations.
- Interview personnel and conduct on-site observation to ascertain unit functions, work performed, and methods, equipment, and personnel used.

ACADEMIC QUALIFICATIONS :

S.No	Qualification	Year of Passing	Board/University
1.	10th	2008	Kendriya Vidhyalaya, Noida Sec-24, U.P.
2.	12th	2011	Kendriya Vidhyalaya No.1, Patiala, Punjab.
3.	B.Com	2014	M.M Modi College, Patiala, Punjab.
4.	M.Com	2019	Punjabi University, Patiala, Punjab.

SKILLS :

- FSSAI Training
- Training in auditing and accounting
- Diploma in computer from access computer education

STRENGTH :

- Ready to accept any challenge and work with positive attitude till the goal is achieved.
- High energy level.
- Maintain good inter personal relationship.

PERSONAL DETAILS :

Father's Name : Late Shri Vinod Kumar
Date of Birth : 19th June, 1992
Gender : Male
Marital Status : Single
Languages Known : English, Hindi and Punjabi
Hobbies : Reading Books and Listening to Music

Place :
Date :

(Nitin Bagri)