**RENU**

**Email:** **renu.338919@2freemail.com**

**Personal Summary**



A smart individual with strong retail domain knowledge and end to end exposure in Product Operations and Supply Chain. My objective is to work in a performance driven and responsible environment, to contribute optimally towards the growth and development of the company and to apply my scholastic expertise to pursue a successful and satisfying career.



Achievement-driven and enthusiastic professional with more than one year and eight months in Marketing, now seeking an opportunity in Product operations, Supply chain management and marketing also. Admirable reputation of working competently in a team environment. Passionate about Business, Unbeatable ability to multi-task during peak seasons and anticipates client needs through refined listening skills. Highly motivated, with exceptional multi-tasking skills.



**Core Competencies**



* Communication Training Customer service Structured planning process

**Professional Experience**



**Officer - Product Operations (General Merchandising)**



**23-May-2016 to 06-Dec-2016**

**Tesco Hindustan Service centre**

**Company profile:** Tesco PLC is a

British multinational grocery and

general merchandise retailer

headquartered in Welwyn Garden City, Hertfordshire, England, and United Kingdom. It is the third

|  |  |  |  |
| --- | --- | --- | --- |
| largest | retailer in | the | world |
|  |  |
| measured | by profits and fifth- |
|  |  |  |  |  |
| largest |  | retailer | in | the |

world measured by revenues. It has stores in 12 countries across Asia and Europe and is the grocery market leader in the UK (where it has a market share of around 28.4%), Ireland, Hungary, Malaysia, and Thailand.

**Responsibilities:**

* Currently managing the Product Administrative Operations and Merchandising for Toys, Nursery, Sports, Stationery Categories.
* Communicate to the UK internal and external stake holders on a daily basis to solve issues and queries.
* Ensured timely and efficient product flow by partnering with Buyers, Category Buying Coordinators and Vendors
* Launching Successful Markdown with more than 95% availability. Support my category to always achieve the critical path
* Assist buyers and merchandisers with product related queries.
* Amendments on an existing product with regards to cost, retail price, etc.
* Accountable for the Maintenance of database which has information on all products and updating them as and when required.
* Update and maintain issue logs, daily activity tracker etc. for the whole category. Merchandising: Handling Multiple Channels (Online and Store) to make sure both channels have better stock availability.
* Above 99% success in stores launches throughout UK for TNS category Handle both Store & Online channel.
* Build Supplier relationship with continuous interaction and making sure the stock is replenished at continuous intervals with priority.
* Send daily reports, customized reports to stake holders like Category Managers, Buyers and Admin across multiple categories

**Senior marketing executive**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  | **Responsibilities** |  |
| **14 June 2014-19 Feb 2016** |  Communicating with target audiences and managing customer |  |
|  |  |  |
|  |  |  |  |  |  |  | relationships |  |
|  | **Just eat. In** |  |  Meeting up the various clients |  |
|  |  |  |  |  |  |  |
| Just Eat is an online food order |  Arranging the effective distribution of marketing materials; |  |
|  |  |  |
| and delivery service. It acts as an |  Maintaining and updating customer databases; |  |
| intermediary between |  |  Organizing and attending events such as conferences, |  |
| independent take-out food | outlets |  | Sourcing and securing sponsorship; |  |
| and customers. It is headquartered |  |  |
|  Contributing to, and developing, marketing plans and strategies; |  |
| in the | United | Kingdom and |  |
|  | Managing budgets; |  |
| operates in 13 countries in Europe, |  |
|  |  |  |
| Asia, Oceania, and the Americas. | Evaluating marketing campaigns; |  |
| The platform allows customers to |  | Monitoring competitor activity; |  |
| search | for | local | take-out |  Supporting the marketing manager and other colleagues |  |
| restaurants to place orders online, |  |  |  |
| and to choose from pick-up or |  |  |  |
| delivery options. |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

**Strengths**



* Achievement & result oriented with excellent communication& interpersonal skills
* An adaptable, detail-oriented, multi tasked, strong, learning and organizing skills matched with the ability to manage stress, time and people effectively
* Ability to identify key aspects to any issue at hand and develop a systematic approach to deal with it combined with a desire to excel at any work in hand
* A good team player with the ability to lead a team by example and motivate them to achieve desired objectives.
* Earnest desire for extending the knowledge through scrupulous learning
* Able to cope up with pressure and hectic situations
* Manage resources and budget requirements to seamlessly execute business project within the defined scope.
* To induce team spirit and encouragement boosting skills



**Education Qualification:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  | **Degree/Certificate** | **Year of Passing &** | **Institution** |  |  |
|  |  |  |  |
|  |  | **Percentage of Marks** |  |  |
|  |  |  |  |  |
|  |  |  |  |  |  |



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| --- | --- | --- |
| **MBA** - Marketing &Human |  |  |
| Resource Management | 2013– 2015 & 70% | Bangalore University |
|  |  |  |  |
| **B.com** - Finance and TAX |  | 2010-2013 & 72% | Mahatma Gandhi University |
| **Plus Two -** Commerce |  | 2007-2009 & 78% | Kerala higher secondary Board |
| **10th -** SSLC |  | 2007 & 80% | Kerala Board of Examination |
|  |  |  |  |

**Additional Knowledge**



* Microsoft Office involving Word, Excel, Outlook, Power Point
* Immense knowledge on tools like Oracle Retail Merchandising System, Oracle Retail Price Management System, LM and MM Ordering systems

**Project/Summer Internship**



**Projects**

* Organization study on pharmaceutical industry in Kerala
* Project Study about Banking Sector
* A project study on perception and attitude of customers towards battery vehicle

**Internship**



* Worked as a Management trainee in SANGROSE Pvt Ltd.

**Skills**



* Good communication and Interpersonal skills.
* Ability to work with teams.
* Maintain and build professional relationships
* Proactive, Creative & Positive Thinking
* Effective and efficient in delivering job responsibilities.
* Ability to adopt changing work environment
* Managing time.

**Languages**



English*,*

Hindi*,*

Malayalam*,*

Tamil*,*

Kannada

**Personal Details**

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| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  | Date of Birth | : 05/07/1991 |  |
|  | Marital Status | : Single |
|  | Nationality | : Indian |



**Declaration**

I hereby state that all the above mentioned particulars are true to the best of my knowledge and belief.

**Renu**