**Curriculum vitae**

**(Bachelor of Science in Fashion Designing)**

**Name:** Amitha

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**CAREER OBJECTIVES:**

I am seeking a good career opportunity where I can apply my experience & skills in an

Competitive &challenging environment, and serve the organization establishing an enjoyable career for myself.

**PROFESSIONAL EXPERIENCE:**

1. Company: **Euro Holdings JLT, Dubai, U.A.E.**

* Designation : Junior Merchandiser.
* Duration : Since April 2012 to March 2014 (2 Years)
* Location : Dubai, U.A.E.
* Company Profile : Euro Holdings JLT, is a UAE based leading apparel

Manufacturer and supplier, catering its services in Europe, UAE, Indian & Bangladesh market.

Website: <http://www.eurofashion.uk.com/products.php>

* Job Role : Communicating with Buyers & Suppliers and to ensure smooth running of orders and developments.

Ensuring quality control on samples.

Ensuring quality control on production by visiting factories if necessary.

Maintaining records & files of samples/ orders/ logistic details systematically.

Working with factories to prepare production status reports

Preparing the Purchase Orders, Preparing schedules, critical paths and spreadsheets as needed.

Marketing to old and new contacts to grow the business.

Administrative work, Handling Incoming & Outgoing Calls, Emails, Taking Messages& necessary actions, Monitoring Courier Parcels.

**Brands handled:** Pioneer, Dickies workwear.

1. Company: **Scotts Garments Pvt. Ltd – Bangalore, India.**

* Designation : Apparel Merchandiser
* Duration : Since Jun 2010 to Jan 2012 (2 Years)
* Location : Bangalore, India.
* Company Profile : Apparel export house, a major manufacturer for “Best Seller Group (Denmark)”. Company is specialized in manufacturing of various types of apparels and exporting to different countries (esp. Europe)

* Job Role : Handling the enquiries received from the buyers Studying the specs sheet given by the buyer, preparing the BOM ( bill of material), costing, following up with various departments such as Sampling, pattern, store, production, washing, finishing, packing and export departments.

Started my work in product development department, looking after Denim developments & shirts. Approvals and follow up of the sampling, trims and fabrics. Coordinating with logistics team, knowledge of INCO terms, Payment terms / follow up for the shipments etc.

**Brands handled:** Jack&Jone - Denim, Jack &Jone - Shirts, Only, H&M, Veromoda, Vila, Tom tailor, Mini Boden Etc.

1. Company: **Concord Ventures, Bangalore, India.**

* Designation : Junior Merchandiser.
* Duration : Since June 2009 to April 2010(10 Months)
* Location : Bangalore, India.
* Company Profile : Leading garment Manufacturer Exporter & Buying house from India having various factories in Sri Lanka, Dhaka, Dubai, Hong-Kong, & India.

Website: [http://www.concordventuresgroup.com](http://www.concordventuresgroup.com/)

* Job Role : Started as a junior merchandiser in June 2009.

Approvals and follow up of the sampling, trims& fabrics,

Coordinating with other departments like R&D, Pattern Development for fit techniques.

**Brands handled:** Gemo, Vetir, Tom tailor, Mini Boden, Jules, Bonmarish Air & co, Ted Lapidus etc.

**ACADEMIC DETAILS:**

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| **Educational Qualification.** | | | | |
| **Particulars** | **College** | **University** | **Score** | **Grade.** |
| Bachelor Of Science in Fashion Designing (BSc.Fd.) | Gloria College of Fashion Technology, Puttur, Mangalore. | Affiliated to Mangalore University | 69% | 1St Class |
| PUC | Sree Sita Ragava pre-university college Puttur, Mangalore | Mangalore University | 68% | 1St Class |
| SSLC (10thStd) | Hari Gouri Memorial High School, Sullia. Mangalore, Karnataka. | Secondary School Examination Board Karnataka | 65% | 1St Class |

**ACADEMIC PROJECTS:**

* Project : Case Study on Problems Faced by Merchandiser While

Merchandising

* Duration : 1 month
* Place : Meridian Apparels at Tirpur, Tamilnadu, India.
* Responsibility : Study of issues faced by Merchandiser & Production team

During the Garment.

* Production : Knitted T-Shirts.

**COMPUTER SKILSS:**

* Proficiency in working in Office tools like MS Excel, MS Word, MS Power Point, MS Outlook etc,
* Knowledge of working with ERP application software.
* “Lectra CAD”
* “Reach Fashion Studio”

**TECHNICAL SKILSS:**

* Skills and experience of Interacting with clients & suppliers and with various departments within the organization.
* Application in “Reach CAD”
* Knowledge of INCO terms / Payment terms / shipment & logistics activities etc.

**STRENGTHS:**

* Ability to learn quickly, Good Team spirit, Management and organizing Skills.
* Communication and presentation Skills.
* We organized, Self-Motivated, Disciplined approach towards work.
* Enthusiasm & Zeal for Success.

**PERSONAL DETAILS:**

* Sex : Female
* Nationality : Indian
* Age : 28
* Date of Birth : 30- July – 1988
* Marital Status : Married

Looking forward to hearing from you very soon.

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