

**JEVEEN**

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**6 YEARS OF EXPERIENCE**

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| **AREAS OF EXPERTISE**  *Strategic planning*  *Market&competitor analysis*  *Customer service*  *Product sale*  *Multi-tasking*  *Product launch*  *Brand marketing*  *Maximizing sales*  *Retail environment*  **PROFESSIONAL**  *MS Office,*  *NDT*  *Auto CAD*  *Excel*  **PERSONAL DETAILS**  *Marital status: Single*  *Date of Birth: 29/04/1989*  *Nationality: Indian*  *Driving License :Yes(Indian)*  **LANGUAGES**  English, Hindi,  Malayalam, Tamil,  Telugu. | **PERSONAL SUMMARY**  A commercially aware and highly successful retail store manager with a proven track record in driving business forward whilst delivering high retail standards. A consistent track record of improving efficiency, maximize profits whilst minimizing costs. Ability to manage daily operation and planning the use of materials and human resources to ensure maximum efficiency.  **WORK EXPERIENCE**  **LIFE HEALTHCARE GROUP LLC (STORE MANAGER)-2 YEARS**  ROLE & RESPONSIBILITIES:   * Inventory controller and AX support consultant. * Managing and coordinating with the team. * Leading the team for achieving the target in given time. * Purchase department in charge. * Business analyst.   **AIR INDIA CHARTERS LTD – 1 YEAR** **(Quality Control Engineer)**  Duties & Responsibilities   * Deals with the aircraft tools in the hanger. * Prepare the documents in accordance with the tools given. * Prepare the data base of complete tools in an IT Software-SAHYOG * Deals with the flight reports. * Monitor life of all components on the aircraft. * Scrutinizing Inspection records * Dealing with aircraft maintenance documents like AMM, MPDs, CMM, MEL and Task Cards. * Dealt with Technical Log book, SBs. * Oil Entry Updates and data migration.   **J J MEDICALS** **– 3 YEARS**  **(Sales Engineer)**  Responsible for ensuring a consistently high standard of presentation in store  and making sure that all available space in the store is effectively utilized.  Focused on maximizing the customers shopping experience.  Duties & Responsibilities   * Responsible for the daily managing of staff and the assigning of duties. * Managing and motivating staff to increase sales and ensure store efficiency. * Analyzing store sales figures. * Developing, researching and implementing marketing strategies. * Maintaining awareness of market trends and monitoring local competitors. * Customer satisfaction by giving excellent service. * Manage budgets set by Retail Area Managers. * Maintaining accurate records of all pricings, sales and activity reports.   **TECHNICAL CERTIFICATION**  **NON DESTRUCTIVE EXAMINATION (NDE) COURSE**   * PENETRANT TESTING (PT) LEVEL II * MAGNETIC PARTICLE TESING (MT) LEVEL II * RADIOGRAPHY TESTING (RT) LEVEL II   **KEY SKILLS AND COMPETENCIES**   * Proven track record of increasing sales and turnover. * Experience of processing sales enquiries to a successful conclusion. * Commercially and operationally minded. * Able to inspire store staff to keep ahead of the competition. * Knowledge of working with brands and their guidelines. * Social responsibility agenda within the store operations. * Responding to and comments and resolving customer complaints. * Ability to increase profitability through excellent service and the   Effective management of retail space.  **ACADEMIC QUALIFICATIONS**   * Graduated BE Aeronautical Engineering from ANNA University – India. * Non Destructive Testing course(Level 1 & 2) * 12th, State Board of Higher Secondary Examination – India. * 10th, Central Board of Secondary Education (CBSE) - India. |

**DECLARATION**

I hereby declare that all the details mentioned above are true to my best of my knowledge.