**MADHUSUDAN**

**🖂:** **madhusudan.382812@2freemail.com**

**MBA IN MARKETING & DIPLOMA IN RETAIL**

**Location Preference:** Overseas/Gulf Regions

*Excellent communication &presentation skills with proven capabilities in training & team building, targeting assignments in****Management/ Marketing****/****Retail*** *with an organization of repute*

**PROFILE SUMMARY**

* **Qualified MBA**with **over 10 years** of experience in **Management, Trainer& Marketing**
* Exposure in Retailing-Jewellery , Garments , Footwear and Elevators .
* Efficient organizer, motivator, team player and a decisive leader with the ability to motivate teams to excel and win.

**CORE COMPETENCIES**

**Store Management|Client Relationship |Sales & Business Development|Market Research & Competitor Analysis|TeamManagement|InventoryManagement|Trainer&Motivator|CostOptimization|CommercialFunction|Taxation|Legal|MIS&Presentation|Administration& Hr Function|Banking Function.**

**ORGANIZATIONAL EXPERIENCE**

**May’18-Till Date with PURE GOLD JEWELLERS(UAE) As Showroom Manager (SM)**

**Dec’09-Nov’17with PC JEWELLER LIMITEDAs Showroom Manager(SM)**

**May’08-Nov 09 with WOODLAND (AERO CLUB)As Store Manager (SM)**

**Jul’07-April’ 08 with ECE Industries Limited As Sales Executive (SE)**

**Key ResultAreas**

* **StoresManagment :-**Handled stores in Delhi & NCR& staff team of40-50 people.
* **Client Relationship :-**Maintaining good relationship with the customers to achieve the sales target along with attracting new customers through reference , Word Of mouth, business meetings , Phone calls , Facebook , twitter and Whats app groups .
* **Business Development :-**Formulation of Sales policies to attract customers , Launching new schemes , kitty party , discounts , Exchange offers , Home delivery , Temple activity, E - Shopping andadvertisment.
* **Market Analysis :-**Always analysing company stocks with market trends&latest fashions , Foreign brands , internet search , competitor business ideas , Wedding Parties, Customers suggestion , Attracting discounts / new offer policy .
* **Team Management :-**Taking daily follow up of given target from subordinates , Daily supervising stores cleaning and customers happiness arrangement stores.
* **Inventory Management :-**Preparation and Analysis of Stores inventory on daliy basis to check the physical stock matching with system, damage stock , Re- order inventory , inventory transfer to other stores andkeep close eyes on obsolute design & stock.
* **Cost Optimisation :-**Monthly Analysis of stores Fixed cost , Variable cost and cost specially related to non compliance (like panel interest & penalty ) , General Expenses , General Purchases, Travelling Expenses and Electricity to comply with the company budget and to further cost curtailment .
* **Commercial Function :-**Preparation ofSalesInvoice , Daily cash flow , Monthly / Quarterly forecast to HO for expenses , Inventory report , monthly VAT report and Staff Attendance .
* **Taxation :-**Ensure compliance with new Cash law , PAN card requirements , trade licenses , Weight & measure License, Shop establishment license , Excise , VAT & GST .
* **Legal :-**Communication with the company lawyer for litigation matter , preparation of resolving strategy.
* **MIS , PPT & Reporting :-**Preparation of daily MIS related to sales , Discount , Inventory stock , store expenses and Monthly reporting in PPT for All store expenses ( Fixed + Variable ) , total sales , Compliance Report with tax requirements .
* **Admin & HR :-** Staff Uniform&Presonality,Supervision of Stores cleaning , AC arrangement , Sitting arrangement , Customer hospitality , Television services , Kids entertainment ,Security services including rotation , Camera operation and recording , Fire precaution arrangement.
* **Banking :-**Deposit all cheques , Cash as per company Policy , Bank reconciliation , and submission of Stock report on CC loan taken from banks as per HO guidelines .
* **Trainer &Motivator** :- Arranging monthly meeting to review the business , Targets , Compliance and educating team for new rules from Govt , improving technics for problem resolving , motivation to work in a team to achieve the orgainisational goal and improving reporting &personality.
* **Audit Compliance :-**To provide all the required reports , Documentation and conduct the physical verification to meet the internal audit requirements .
* **Advertismentpolicy :-**Preparation and submission of advertisement policy to HO for related stores .

**IT SKILLS**

* Jewel Software ( PC jeweller in Built software for Billing & Inventory Management )
* Operating Systems: Windows XP, 98
* Application Software: MS Office XP (Excel, Word & PowerPoint)

**ACADEMIC DETAILS**

* Bachelor of Science (BSC ) from Bikaner University in 2005
* Diploma In Retailing from Birla Instituteof Management technology in 2007
* MBA in retail from Symbiosis Centre for distance Learning (SCDL) PUNE in 2009

**PERSONAL DETAILS**

**Date of Birth:** 27.05.1985

**Languages Known:** English, Hindi, Marwari

**Present Address:** UAE

**Nationality:** Indian

**Visa Details:** Indian Citizenship

**Gender:**  Male

**Marital Status:** Married

**Number of Dependents:** 2