

**JEVEEN**

Jeveen.379516@2freemail.com

**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 storeand 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.
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**DECLARATION**

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