

# JITENDRA KUMAR

## Equestrian Merchandiser

## CURRICULUM VITAE

**Address** 117/78 A Old Area Kakadeo Kanpur, UP, 208025

**Phone** +91-8299332375

**E-mail** jitendra.goswami1989@gmail.com

Enthusiastic Equestrian Merchandiser eager to contribute to team success through hard work, attention to detail and excellent organizational skills. clear understanding of and task and training in team building, supervision, relationship development, problem solutions. Motivated to learn, grown and excel in manufacturing leather goods Industry.

### Key Skills

|                           |       |
|---------------------------|-------|
| Relationship development  | ●●●●● |
| Making forecasts.         | ●●●●● |
| Controlling stock levels. | ●●●●● |
| Strategic planning.       | ●●●●● |
| Team building             | ●●●●● |
| Supervision               | ●●●●● |
| Process improvement       | ●●●●● |
| Time management           | ●●●●● |
| Problem resolution        | ●●●●● |
| Multi Tasking             | ●●●●● |

### Education

|                   |  |
|-------------------|--|
| 2012-07 - 2015-06 | <b>Bachelor of Arts</b> (Special Subject : English)<br>CSJM University - Kanpur        |
| 2005-07 - 2006-06 | <b>Secondary School Certificate</b><br>Motilal Memorial Inter Collage - Kanpur (India) |
| 2003-07 - 2004-06 | <b>High School Certificate</b><br>Heera Lala Khanna Inter Collage - Kanpur (India)     |

### Work history with Job responsibility

|                   |  |
|-------------------|--|
| 2014-12 - 2020-02 | <b>Equestrian Merchandiser</b><br>HGE International Pvt. Ltd, Kanpur, Uttar Pradesh (India) <ul style="list-style-type: none"><li>Worked with customers to understand needs and provide Leather goods service.</li></ul> |
|-------------------|--|

- Resolved Production Problems, improved operation and Provided exceptional client support.
- Devoted special emphasis to punctuality and worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.
- Resolved conflicts and negotiated mutually beneficial agreements between parties.
- Maintained excellent attendance record, consistently arriving to work on time.
- Increased Customer satisfaction by resolving product or services issues.
- Drove operational improvements which resulted in savings and improved profit margins.
- Managed quality assurance program, including on-site evaluations, internal audits and Customer surveys.

2012-07 - 2014-11

### **Graphics Designer**

Krishna Advertising, Kanpur, Uttar Pradesh (India)

- Developed creative design for marketing packages, including print materials, brochures, banners and signs.
- Used CorelDRAW and Photoshop to create images and layouts for over 5 projects.
- Cultivated positive relationships with many clients by maintaining 100% satisfaction rate.
- Developed collateral such as display, marketing and packing materials to support product branding strategies.
- Coordinated, created and scheduled content, designs and periodic updated to company website.
- Worked with clients to gather and define requirements, establish scopes and managing project milestones.
- Created and updated trend boards, investigated changing conditions and recommended strategic adoptions to capitalize on projected changes.
- Applied knowledge of production to create high-quality images.
- Developed print materials such as brochures, banners and signs.

2009-11 - 2012-05

### **Graphics Designer**

Accord Advertising, Kanpur, Uttar Pradesh (India)

- To understand the design needs of clients.
- Prepare and produce proposals and presentations for clients.
- Develop design based on clients requirements.
- Work in tandem with clients on designs based on requirements, modifications and feedbacks.
- Identify and utilize appropriate software.
- Update clients on progress, changes and adjustments.
- Handle confidential documents carefully.
- Collaborate with team for successful completion, especially in case of complex projects.
- Ensure the final project is proof read for accuracy and quality.

## **Additional Experience**

---

- Handling Purchase Depart and Purchase raw material from search another vendor with the reasonable Price
- Make Purchase order from Nt\_Main Software (Industrial Data Feeding Software)
- Handling logistics department & Attend the calls and create sale invoice and sample invoice.

## **Various**

---

**Languages :** Hindi, English

**Computer Skill :** Extensive Knowledge of Microsoft office, Adobe Photo shop, CoralDraw, Designing, Nt\_Main (Industrial Data Feeding Software) and many software.

## **Workshop Attended**

---

2015-12-26 - 2015-12-16

### **Certificate of First AID Attendant**

St. John Ambulance (India) Indian Red Cross Society, New Delhi (India)

2009-06-14 - 2009-12-16

### **National Certificate in Modular Employable Skills (Tally)**

National Council for vocational Training (Government of India)

2009-06-15 - 2009-12-15

### **National Certificate in Modular Employable Skills (Computer Fundamentals, Ms. Office & Internet)**

National Council for vocational Training (Government of India)

2006-08-27 - 2007-09-27

### **Certificate of "ADVANCE DIPLOMA IN COMPUTER APPLICATION"**

Aliens Computer Institute, Kanpur, India

## **Interest**

---

- Develop Computer Skill.
- Develop Designing Skills.
- Want to Know All word Culture.
- interest talking with unknown person regarding his culture and societyz

## Hobbies

---

- WRITING
- Learning languages
- Photography
- Traveling
- Sports
- Yoga
- Dance
- Reading
- Listing of music

## Reference

---

### **Pawan Rathore**

General Manager

HGE International Pvt. Ltd.

Cell No. 9811438428, 9810538343

### **Pushpraj Singh**

Production Manager

HGE International Pvt. Ltd.

Cell No. 8299850166,8960308561

### **Raju Mama**

M. D.

Krishna Advertising

Cell No. 864176893

### **Ravi Diwedi**

M. D.

Accord Advertising

Cell No. 9235505371