**PREETAM SAWANT**

Vijeta A-2103, Dosti Vihar, Vartak Nagar, Pokhran Road No.1,

Thane (W) - 400606

Mobile: 9372016798

Email Id: sawantpreetam01@gmail.com

###### OBJECTIVE:

Seeking the position of Account Manager/Business Analyst in e-commerce. Looking forward to working in a challenging environment where I can utilize my expertise and experience to help the organization to improve its profitability and efficiency.

###### WORK EXPERIENCE:

**Executive, Account Management** (Fynd**,** February 2018 - January 2020)

**ROLES and RESPONSIBILITIES:**

* Managed end to end brand success on the platform for 200+ brands
* Strategically onboard and manage brands in multiple categories I got to work on
* Plan and conduct promotional activities for brands and ensuring better ROI for brand and the platform both
* Ensure optimum inventory levels are maintained and align on-boarded stock points (both stores and warehouses) from brands to meet delivery timelines
* Engaging with relevant teams internally as well as externally to optimize and improvise the process and ensure the effective functioning of daily operations
* Working with Uniware, Vinculum, Browntape etc. to setup and streamlining inventory mapping
* Ensuring healthy inventory for new and existing catalog for brands on platform
* Managing category by analyzing buying & market trends, implementing brand growth strategies
* Continuously identifying opportunities to enhance the relationship with the account and cross-selling them different omni-channel products of Fynd Platform to help them grow their sales

**Achievements:**

* Successfully managed more than 200+ brands
* Streamlined multiple internal processes to ensure smooth and efficient functioning of day to day operations.
* Onboarded 50+ brands within the 6 months of joining Fynd

**Team Lead** (**Reinlabs Solutions**, February 2017- February 2018)

**ROLES and RESPONSIBILITIES:**

* Preparing the content and PPT provided by client as per the guidelines
* Handling various categories like Women’s, Men’s, Kid’s apparel (casual, ethnic, formal), Watches, Accessories, and Luxury products
* Client communication and Escalation handling
* Allocating and Quality checking files to executives
* Preparing various reports like RU report, weekly / MTD SKU margin reports etc.
* Managing a team of 13 members
* Write queries on large set of data and tables for doing MIS reporting
* Expertise in achieving cost-effective production with increased quality
* QC the data sheet prepared for uploads
* Ensuring Timely deliveries by efficient team management
* Streamline the resource distribution to ensure allocation of resources on time and inaccurate quantities
* Conduct regular meetings with the team to receive feedback and suggestions

**Senior Analyst** (**Reinlabs Solutions**, February 2016- January 2017)

**ROLES and RESPONSIBILITIES:**

* Manage day to day delivery of request received via assigning tasks to individuals and tracking closure/ completion/ managing backups/ absenteeism
* Making sure that all issues/hurdles in service delivery are logged, tracked and solved
* Formulate new hire training programs and cross-training initiatives
* Improve the reach, effectiveness, and trustworthiness of the e-commerce websites
* Categorization of products as per the product type. Data Normalization & Product Categorization
* Research and reproducing product information
* Quality Check for Product Categorization and Product details
* FileZilla FTP for uploads and mapping the images
* Coordination with multiple category team members from client side and internal departments in order to ease the process and solves ongoing issues
* Researching and reproducing product information as per client specifications

**Apprentice** (**NKGSB Bank**, December 2013 - August 2014)

**ROLES and RESPONSIBILITIES:**

* Proficient in handling quality customer service operations. Possess effective communication, analytical, analysis/mapping and negotiation skills
* Interfacing with clients for understanding their requirements and cultivating relations with them for customer retention and securing repeat business

**KEY SKILLS:**

* Proficient with E-commerce Content Management requirements
* Enthusiastic individual with the eagerness to learn new things.
* Ability to multitask and perform quality work under pressure situations.
* Ability to provide leadership, guidance and training to team members.
* Ability to detect failures or inefficiencies and provide quick and feasible solutions.
* Ability to perform efficiently as a team player or as an individual, as per the organizational needs
* Good knowledge of MS Excel & Tally ERP9

###### ACHIEVEMENTS:

* Participated in SVS’s Educational Counselors English Language Test
* Genesis – A Fest organized by Goa Medical College
	+ 1st place in MOVIE SPOOF. The event was about imitating of the movie
	+ 2nd place in HAUTE COUTURE. The event was about fashion show
	+ 3rd place in RENDEZVOUS. The event was about how to present yourself
* Participated in Inter-Class Volleyball Tournament

###### SCHOLASTICS:

2019 -2020: ACFMM (Apparel Costing And Fashion Merchandising Management)

2010-2014: Bachelor of Science in Mathematics

2007-2010: HSC

2007: SSC

###### PROFESSIONAL CERTIFICATE:



* Maharashtra State Certification in Information Technology (MS-CIT).
* Tally ERP 9.0

###### PERSONAL DETAILS:

Name: Preetam Anant Sawant

Date of Birth : 17th January 1991

Nationality : Indian

Marital Status : Single

Gender : Female

Languages Known : English, Hindi Marathi and Konkani

Hobbies : Reading, Cooking and Dancing