

RESUME



Name : - Dheeraj Singh
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Carrer Objective

To work in a successful and competent environment that would value my knowledge and experience and provide a relevant job position. To pursue a rewarding career in and offer dedicated service. Opportunity with a company that will not only challenge me professionally but will also allow me to develop my knowledge and potential still further.

Academic

- **MASTER OF BUSINESS ADMINISTRATION (MBA)** from R.N.S Institute of Technology, Bangalore, in Visvesvaraya Technology University (VTU) board, Belgaum India with **MARKETING** specialization during **September 2009 - July 2011**.
- **BACHELOR OF SCIENCE (B.sc)**, with Biology stream from Jagatpur Post Graduate College, Varanasi University of Jaunpur, India during **October 2005 – June 2007**
- **Intermediate (12th)** Examinations from Harish Chandra Inter College, Varanasi, and Uttar Pradesh India (U.P) Board in Science stream in **June 2003**.
- **High School (10th)** Board from Harish Chandra Inter College, Varanasi, and Uttar Pradesh (U.P) Board in **June 2001**.

Employment History

Total experience in retail 9 Years

Shop Manager : “BALMAIN” Sankari Investment LLC, Dubai, April 2015- Present.

Asst. Store Manager: “PARK AVENUE” Raymond’s Apparel PVT. LTD, India,
September 2011 - February 2015

Apr 2015 – Present:

(UAE)

Shop Manager- "BALMAIN" (Sankari Investment LLC, Dubai)

BALMAIN PARIS is a French luxury men's & ladies wear brand .It is available at its store and luxury department stores worldwide. They are selling luxury men's & women's clothing.

Duties & Responsibility-

- Leading team of 7 people of store size 1500 sqft, Drive sales, monitor performance and identify commercial opportunities and make recommendations to meet and exceed sales targets.
- Monitoring sales per square foot to ensure maximum productivity within brand and store specifications.
- Recommending manage and/or support sales performance and brand activities through effective planning and preparation to meet expectations. Feedback to relevant parties.
- Ensuring VM is executed on floor as per plan.
- Ensuring shop floor & back store are clean & Excess stock arranged properly.
- Resolving customer complaints effectively and promptly.
- Building and maintaining good customer data base.
- Minimizing stock loss through the management, implementation and adherence of the company policies and procedures.
- Analyzing stock management information available and sell- thru to ensure sales opportunities.
- Preparing and implementing stock takes in store in liaison with the Ops team.
- Ensuring all Company policies and procedures are implemented and adhered to.
- Providing leadership and direction to team of 7 members towards the achievement of goals and objectives.
- Providing weekly trainings and development programs.
- Motivating team to enhance performance and produce quality work, and ensure that they are continuously developed for higher level roles.

Sep 2011 – Feb 2015:

(IND)

Asst. Store Manager-"PARK AVENUE" (Raymond's Apparel PVT. LTD, India)

Park Avenue Launched in 1986, Park Avenue provides stylish and innovative wardrobe solutions to well-dressed gentlemen. As India's premium lifestyle brand, its designs embody the latest in international fabric, styling, color and fashion trends.

Duties & Responsibility-

- Training to store staff by reviewing and revising orientation to products and sales training materials; delivering training sessions; reviewing staff job results and learning needs with retail store manager; developing and implementing new product training.
- Evaluating competition by visiting competing stores; gathering information such as style, quality, and prices of competitive merchandise.
- Attracting customers by originating display ideas; following display suggestions or schedules; constructing or assembling prefabricated display properties; producing merchandise displays in windows and showcases, and on sales floor.
- Promoting sales by demonstrating merchandise and products to customers.
- Helping customers by providing information; answering questions; obtaining merchandise requested; completing payment transactions; preparing merchandise for delivery.
- Preparing sales and customer relations reports by analyzing and categorizing sales information; identifying and investigating customer complaints and service suggestions.
- Maintaining inventory by checking merchandise to determine inventory levels; anticipating customer demand.
- Preparing reports by collecting, analyzing, and summarizing information.
- Maintaining quality service by establishing and enforcing organization standards.
- Contributing to team effort by accomplishing related results as needed.

Managerial attributes

- Experienced in development and performance management.
- Can drive KPI's and sales in order to achieve budget.
- Ability to ensure ongoing improvement of customer service standards across the area
- Managing underperforming team leaders and employees.
- Leading retail teams at disparate locations.
- Targeting and developing specific markets.
- Ability to creatively solve problems.
- Extensive knowledge of health and safety, environmental health and legal requirements.

Personal attributes

- Having required confidence, drive and enthusiasm.
- Possessing exceptional communication skills.
- Ability to lead a team.
- Strong interpersonal influencing skills.
- Approaching every task with passion and enthusiasm.
- Thriving in a high volume, pressurized environment.
- Coming up with new ideas.
- People development.

Key skills

- A strong team player.
- Always polite and helpful.
- Resourceful, well organized, highly dependable, efficient and detail oriented.
- Physically fit, having plenty of stamina and able to stand for long periods.
- Can work independently, multi-task, and take ownership of various parts of a project or initiative.
- Management Proficiency.
- Creative Services.
- Understanding the Customer.

Achievements

- I got 3rd place in Mr.Varanasi Body-building competition in 2007.
- I did modeling in 2008.
- I completed one Year of “Personality Development Program” conducted by SHINE, Bangalore.
- I have got complements from the Customers and Mangers for my good behaviors and dedication in work in Van Hussein’s.

Personal details

Father's Name	Chhatrapal Singh
Date of Birth	15/04/1985
Gender	Male

Marital Status	Married
Category	General
Religion	Hindu
Language Known	Hindi, English, basic Arabic
IT Skills	Microsoft Excel, MS-Word, Power Point.
Hobbies	Reading Management Books , Gymnastic, Cricket, Swimming, Chess
UAE DL	YES

Declaration

I hereby certify that above information is true and correct based of my knowledge