

SAWOOD IMTIYAZ

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CAREER OBJECTIVE:

To obtain challenging position within the reputable organization, so that I can to utilize my experience and knowledge, in order to build successful long term career and grow with the company. I am hard working and self-driven person, I wish to offer all my qualifications, problem solving capabilities and organizational skills to be used in the best interest of the company.

PROFILE SUMMARY:

- A qualified and experienced professional with over 03 years of experience in Sales Department (UAE) and Logistic in INDIA.
- A Commerce Post Graduate with excellent managerial skills.
- Can handle multiple task effectively and very much flexible with time.
- Excellent communication skills in English & Hindi.
- Possess excellent organizational skills, team management skills and can work well independently.

WORK EXPERIENCE

1. MERCHANDISER @ JK GROUP (Sep 2017 – Present)

Responsible for ensuring that products and brands are represented effectively in stores to create a positive customer experience in a retail environment.

AREA OF EXPERTISE :

- Stores layout.
- Visual display.
- Product management.
- Trade analysis.

DUTIES :

- Promoting products to significantly increase their sales.
- Ensuring each area of the store is stocked, rotated, clean and looking is better.
- Making sure customers find everything they need in the right place.
- Checking and replenishing product display areas in line with company plans.
- Managing stock availability throughout the supply chain from the suppliers to store.
- Helping Customers with any queries they may have.
- Completing all paperwork and administration tasks as required.
- Handling after Sales service.
- Build constructive customer relationships and team with channel partners to build pipeline and close deal.
- Remain up to date with industry's best practise.
- Maintaining products on Store racks, shelves and displays.
- Removing any dented, dirty, damaged, or out of code products from display.
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2. CUSTOMER SERVICE ASSOCIATE AND LOGISTIC TECHNICIAN @ ESSILOR INDIA PVT LTD.

(March 2016 – August 2017)

AREA OF EXPERTISE :

- Inventory Control
- Ensuring accuracy book stock Vs Physical available
- Less Inventory more turn over.

DUTIES :

- Cycle count (Weekly)
- Nil Stock out
- Ensuring Nil Stock outs for a better service Level
- Focusing on continuous improvement
- Ensuring all the statutory compliance
- Documentations and Filing of all the document (In-bound & out bound)
- Ensuring the documentation
- Daily MIS sent to respective Dept. Head
- (Consumable Report Stock out Report, In out Bound Report)
- Weekly MIS & Monthly MIS
- Ensuring 100% accuracy in month end consumption booking
- Analyzing the Excess, Slow & Obsolete Stock & highlighting to the management
- Avoiding Obsolete Stock Material Receipt .
- Taking orders over Telephone by customers
- Solving their quires.
- Maintaining customers data.

EDUCATIONAL QUALIFICATION:

- **Master of Commerce** - **2012**
Lucknow University.
Uttar Pradesh, India.
- **Bachelor of Commerce** - **2010**
Lucknow University.
Uttar Pradesh, India.

COMPUTER SKILLS:

Operating System	Windows XP , Vista & Windows 7
Packages	MS Word, Excel, and Internet etc.

LANGUAGES KNOWN:

- English, Hindi, Urdu.

ABILITIES:

- Enjoy working in a fast paced and stimulating environment.
- Confident, Optimist, Extrovert, Quick Learning and Grasping Ability.
- Strong interpersonal and analytical skill.

HOBBIES AND INTERESTS:

- Reading, Browsing, Outdoor Games, Listening Music and Interacting with people.
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PERSONAL DETAILS:

Date of Birth : 01/09/1988
Gender : Male
Nationality : Indian

DECLARATION:

I hereby declare that the information furnished above is true to the best of my knowledge and belief.

SAWOOD IMTIYAZ.
Dubai, UAE