

Resume

Muddassir Rehaman R

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To obtain a challenging and rewarding position in retail & customer service by utilizing my skills, talents, leadership, and experience by resulting in adding value to the organization.

CAREER PROFILE:

- ❖ *Worked as an Fashion Advisor @ Manyavar Forum Mall, Koromangala Bangalore from March 2020 to till date*

Responsibilities:

- Store Opening & Closing, Handling Cash, sending report to head office
- Dealing with Customer Satisfaction & Feedback
- Stock maintenance & Periodic stock auditing
- Cash deposits at respective bank
- Personal Grooming of Highest Standards

- ❖ *Worked as Finances Manager @ Alphabeta financial services Pvt Ltd Bangalore from April 2017 to Dec 2019*

Responsibilities:

- *Training Motivating & Managing Performances of Team Members to Achieve the Individual Targets.*
- Maintaining the Reports & Records to H.O
- Office Opening & Closing, Handling Cash
- Dealing with Customer Satisfaction &
- Feedback

- ❖ *Worked as Sales Assistant @ ZARA Chennai Phoenix market city from 17th Feb 2014 to Dec 2016*

Responsibilities:

- Visual Merchandising, Customer services
- Stock maintenance & Periodic stock auditing
- Inform customers about promotion / new arrivals via phone, SMS & e-mail
- Cash deposits at respective bank

- ❖ *Worked as FLOOR MANAGER @ SISLEY Chennai Express Avenue mall from June 2010 to Dec 2013*

Responsibilities:

- Training Motivating & Managing Performances of Team Members to Achieve the Individual & Store Targets.
- Target Setting for All the Team Members.
- Ensuring Attractive Merchandise Display & Overall Store Layout. Ensure Interior & Exterior of Store Is Maintained to Company Standards.
- Co-Ordination with Category Warehouse, Maintenance, I.T & H.R for Store Issues Regularly Tracking the Competitors Instore and Marketing Activities.
- Monitored Inventory Control & Reducing Shrinkages. Personal Grooming of Highest Standards
- Ensured in Excellence Customer Service & Resolved All Problems @ the Store Level

- ❖ *Worked as CSA cum ASST STORE MANAGER @ LEVIS T. Nagar Chennai from April 2007 to June 2010*

Responsibilities:=

- Handle Store Sales & Operations Maintaining
- Sales Reports & Records To H.O Store Opening & Closing, Handling Cash Maintaining Visual Merchandise
- Taking Care of Inventory & Monthly Reports
- Motivate Staff to Achieve Target
- Dealing with Customer Satisfaction & Feedback

Key Skill:

- ✓ Hardware System Assembly & Ms. Office
- ✓ Notepad & Adobe Photoshop
- ✓ Critical Thinking, Collecting and interpreting data

- ✓ Analyzing results
- ✓ Reporting the results back to the relevant members of the business
- ✓ Identifying patterns and trends in data sets
- ✓ Working alongside teams within the business or the management team to establish business needs
- ✓ Defining new data collection and analysis processes

PERSONAL DETAILS -

<i>DOB</i>	:	<i>22.05.1985</i>
<i>Gender</i>	:	<i>Male</i>
<i>Marital Status</i>	:	<i>Married</i>
<i>Religion</i>	:	<i>Muslim</i>
<i>Education</i>	:	<i>B.Sc</i>
<i>Languages Known</i>	:	<i>English, Hindi, Urdu, Tamil & Kannada</i>
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