

ZAINUDHEEN N



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Zainu Chandhakkunnu

SKILLS

Communication Skill

Leadership

Decision Making

Ability to Multitask

Effective Team work

Microsoft word

Microsoft Powerpoint

Microsoft Excel

Creativity

Time management

Team work

PERSONAL DETAILS

Date of Birth : 06/06/1997

Marital Status : Single

Nationality : Indian

INTERESTS

Watching Movies

OBJECTIVE

Honest and professional contribution in achieving organizational with hard work and experience. As well as striving for constant self improvement and value addition for self as well as for the organization worked for. B.com graduate and PGDM specialized in Finance and IT

EXPERIENCE

Tummy and me

15/11/2020 - 20/11/2021

Chief Operation Manager (Delivery department)

Coordinate delivery team members, routes, and budgets to facilitate large shipments of products, materials, and goods.

Monitor and maintain the operational budget for the delivery department

Create cost-effective distribution plans and efficient routes for deliveries using mapping software and other software programs.

Ensure that deliveries are made within strict deadlines so that shipments arrive at their destinations on time.

Make deliveries to ensure that stock arrives to customers as ordered.

Supervise driver team members and exhibit excellent leadership and management skills

Submission of reports to the management such as Delivery report, Petrol expenses, Sales reports, Sales analysis, CRM, Company Documents etc

Conducted training sessions for the delivery team players.

Outlet visits and coordinated the team players.

Travelling

Chatting with friends

ACTIVITIES

Farming activities Pet culture

LANGUAGE

Malayalam (Read , Write, Speak)

English (Read, Write, Speak) Tamil

(Speak) Hindi (Read, write) Arabic

(Read, Write)

NKS Grocery Store

11/2/2014 - 10/11/2017

Store Manager

Developing store strategies to raise customers' pool, expand store traffic and optimize profitability.

Ensuring high levels of customers satisfaction through excellent service.

Create business strategies to attract new customers, expand store traffic, and enhance profitability.

Respond to customer complaints and concerns in a professional manner.

Prepare detailed reports on buying trends, customer requirements, and profits.

Monitor inventory levels and order new items.

Undertake store administration duties such as managing store budgets and updating financial records.

SS Veg and Fruit

10/1/2013 - 17/11/2013

Sales Manager

Recruit, hire, and train sales team

Set sales goals, compare performance to goals, and adjust goals as needed

Assess current team processes and procedures, identify opportunities for improvement, and implement them

Develop individual quotas and assign territories for team members

Provide detailed and accurate sales forecasts

EDUCATION

Patel institute of management studies

2020

MBA FINANCE

80%

Calicut University

2019

BCOM FINANCE

67%

Manavedhan HSS

2016

HIGHER SECONDARY

82%

Manavedhan HSS

2014

SSLC

81%

ACHIEVEMENTS & AWARDS

Joined tummy and me at the month of February. Joined as Delivery incharge. Within 2 month promoted as Delivery Manager After 5 months promoted as chief operating officer of Delivery department



REFERENCE

Abdhul samad - "Hugs india pvt ltd"

Human resources manager

79070 17063