

Rahul Jangid

Store Manager | Vendor Management

Jaipur, Rajasthan

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📍 Location: Dher ka Balaji, Jaipur

Professional Summary

Focused and organized Store Manager with **3 years of experience** in store operations, vendor management, inventory control, staff handling, customer service, and administrative support. Skilled in managing daily store functions, coordinating with vendors, maintaining stock levels, and ensuring smooth workflow. Strong multitasker with excellent communication and problem-solving abilities.

Work Experience

Store Manager

Grupo JK (Last Company) | 2024 – 2025

1 Year

- Managed overall store operations, daily workflow, and staff coordination.
 - Handled **vendor management**, purchasing, and stock replenishment.
 - Ensured high-quality customer service and resolved customer issues.
 - Managed staff schedules, performance, and training activities.
 - Maintained sales reports, expense records, and administrative files.
 - Handled communication between management, staff, and suppliers.
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Store Manager / Admin

Rajdhani Company | 2022 – 2024

2 Years

- Oversaw daily store management, inventory levels, and material movement.
- Coordinated with vendors for timely delivery and quality checking.
- Managed billing, documentation, and administrative responsibilities.
- Supervised staff and ensured proper store discipline and performance.
- Managed customer interactions, feedback, and issue handling.
- Monitored sales performance and maintained store MIS records.

Education

Bachelor of Arts (BA)

Year of Completion: 2021

Skills

- Store Operations Management
- Vendor & Supplier Coordination
- Inventory Control
- Staff Handling & Training
- Customer Service
- Billing & Documentation
- MS Office / Basic Computer Skills
- Problem Solving & Teamwork