

CURRICULAM VITAE

DEEPAK KUMAR

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Faridabad (HR)-121003

SUMMARY AND OBJECTIVE

I am a business savvy management professional, a motivated team player with an ability to build up rapport easily, open up clients, understand their needs and issues from a business point of view, and then present them with a wide range of services and solutions. Pragmatic and results orientated, with a focus on bottom line results, having a track record of achieving and exceeding the standards of performance set out for any projects. Highly organized, ambitious, driven and possess the right skill sets needed to ensure targets are met and everything is done on time and within budget.

WORK EXPERIENCE

Over **Eight + Years** diversified experience, Result oriented and effectual person with proven ability of handling multiple functions. I am Out of the Box thinker, having Good Experience in **E-COMMERCE Apparel's, Electronics & Logistics.**

CORE COMPETENCIES

- Operations and Process Management
- Sales Strategy Forecasting and Revenue Growth
- Business Development
- Budgeting and Cost Control
- Client Relationship Management
- Market Analysis and Forecasting
- Performance Metrics & Reporting
- Inventory and supply chain Management

PROFESSIONAL EXPERIENCE

Assistant Sales & E-Commerce Operations Manager
Greentek Reman Private Limited

Oct 2016 to Aug 2025

My Key Responsibilities are-

- Oversee both sales and operational functions to ensure organizational objectives are met efficiently lead sales strategy on marketplaces and company website as well as B2B sales.
- Develop and implement sales strategies pricing, promotions, and product listing strategies that have increased revenue by **3X** within **financial year**.
- Optimize inventory flow, reducing stock outs and overstocking by **100%** through data-driven planning.
- Manage end-to-end business operations including inventory control, logistics, vendor management, and client servicing.
- Coordinate with logistics, procurement, and finance teams to ensure on-time delivery and operational efficiency.
- Streamline operational workflows, reducing lead time and improving customer satisfaction by **100%**.
- Collaborate with digital marketing teams for SEO, paid ads, and campaign optimization.
- Analyze performance reports (sales, traffic, conversion rates) and prepare monthly management dashboards.
- Actively seek opportunities for expansion, partnerships, and new markets to drive sales growth. Track competitors' activities and adjust sales strategies accordingly.
- Conduct market research to identify new sales opportunities and stay updated on industry trends. Prepare and present sales reports, analyses, and performance metrics to senior management.

Assistant Executive Online Sales
KARYAH Lifestyle Solution – [Gurugram HR]

May 2015 to Aug 2016

My Key Responsibilities are-

- Supported online sales growth by managing listings, pricing updates, and promotional campaigns.
- Oversaw daily operations including order processing, packing, and dispatch coordination.
- Handled vendor and logistics partnerships for cost-effective and reliable operations.
- Maintained product catalogues and ensured compliance with marketplace guidelines.

Executive / Operations Coordinator
(Go-Javas) Quick Deal Logistic Pvt Ltd – [Samalkha DL]
DEO RTV Department

May 2014 to Jan 2015

My Key Responsibilities are-

- I am looking for all Vendor's of Company coordination with them as well as warehouse Team to maintain the timely Return's Delivery to the respected Vendor's within TAT also maintain the Return Data on daily Basis and Report to the Respected Department's
- Ordering and organizing orders in sufficient quantities to guarantee Vendor's satisfaction and Enough Warehouse Stock. Regularly inform Commercial Direction and Product Management about the acceptance of the inventory in the Store, vendor's requests and feedback, etc. Insure all the Returns delivered safely to the Vendor with in Committed TAT.

EDUCATIONAL QUALIFICATION

Completed Graduation (PHY Hon.) in 2014 from JP University Patna.

TECHNICAL SKILLS

- **ERP/CRM Systems:** SAP, Odoo, Tally, Oracle NetSuite
- **Digital Tools:** Google Analytics, Meta Ads, Excel (Pivot Tables, Dash boarding)
- **MS Office Suite:** Excel, PowerPoint, Word

Key Achievements

- Boosted revenue by **3X** within **financial year** through marketplace optimization and pricing strategy.
- Reduced operational costs by **50%** by optimizing procurement and workflow systems.
- Expanded client base by **30%** through targeted market penetration initiatives.
- Increased repeat customer rate by **2X** through better service and engagement.
- Recognized as "**Outstanding Manager of the Year**" for achieving Sales growth targets.

Declaration: -

I hereby declare that the above written particulars are true to the best of my knowledge.

Place: - Faridabad

Deepak Kumar