



Bony Antony C A

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ABOUT MYSELF

I am a dedicated, organized and methodical individual. I have good interpersonal skills, am an excellent team worker and am keen and very willing to learn and develop new skills. I am reliable and dependable and often seek new responsibilities within a wide range of employment areas.

WORK EXPERIENCE

Rare And Basic by Apparel group – Ernakulam , India

City: Ernakulam | Country: India

Department Team Leader

[09/10/2024 – Current]

Outlines the responsibilities of guiding and motivating a team to achieve organizational goals.

- Team leaders also focus on communication, collaboration, and problem-solving to foster a positive and productive work environment.
- Provide clear direction, set expectations, and ensure team members understand their roles and responsibilities.

Kushals Retail Pvt Ltd – Ernakulam, India

City: Ernakulam | Country: India

Senior Style Associate

[18/12/2023 – 04/09/2024]

- Establish standards and procedures, measuring results and making necessary adjustments. Keeps management informed by reviewing and analyzing special reports, summarizing information, and identifying trends. Maintain office staff by recruiting, selecting, orienting, and training employees.
- I experience with billing software, attention to detail in financial transactions, and ability to communicate effectively with clients and vendors. Consider skills such as proficiency in accounting software, knowledge of financial regulations, and strong analytical abilities.
- A long with this subordinates are responsible for planning, managing profit and loss, handling cash at the store as well as collating daily sales as well as other necessary reports.
- Overseeing the day-to-day operations on the floor.
- Assigning tasks to staff and ensuring they are completed efficiently.
- Maintaining a clean and organized environment for both customers and employees.
- Handling customer inquiries and resolving issues promptly.

First cry Brainbees Solution Ltd – Ernakulam, India

City: Ernakulam | Country: India

Customer relationship officer

[04/2023 – 12/2023]

- We sell products of all the leading brands for babies and kids across sections right from diapers, baby food, infant accessories, gears (strollers, high chairs), nursery furniture, clothes & footwear to toys and school products.
- My responsibilities include overseeing daily operations, managing staff, ensuring customer satisfaction, and maximizing profits. Managing staff by hiring, training, and scheduling employees.

 **Reliance Trends retail company** – Edapilly, India

City: Edapilly | Country: India

Customer service associate

[2020 – 2022]

- Drives sales through engagement of customers, suggestive selling, and sharing product knowledge
- Greets and receives customers in a welcoming manner.
- Responds to customers' questions.
- Directs customers by escorting them to racks and counters.
- Establish and continually improve customer satisfaction and loyalty with the operations, products, services by understanding customer expectations and needs and addressing them responsibly and effectively.

EDUCATION AND TRAINING

Computer Engineering

Government polytechnic college [2019 – 2022]

City: Kalamassery | Country: India | Website: <http://gptckalamassery.ac.in>

Computer Science

Model Technical Higher Secondary School [2017 – 2019]

City: kloor | Country: India | Website: <http://thsskloor.ihrd.ac.in>

Second school leaving certificate

St.Judes English Medium school [2016 – 2017]

City: Ernakulam | Country: India | Website: <http://stjudesemhss.com>

LANGUAGE SKILLS

Mother tongue(s): Malayalam

Other language(s):

English

LISTENING C1 READING C2 WRITING B2

SPOKEN PRODUCTION B2 SPOKEN INTERACTION B2

Hindi

LISTENING A2 READING A2 WRITING A1

SPOKEN PRODUCTION A1 SPOKEN INTERACTION A1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user

SKILLS

Microsoft Word / Microsoft Office / Social Media / Microsoft Excel

DRIVING LICENCE

Driving Licence: A2

Driving Licence: B

HONOURS AND AWARDS

[30/11/2021] Institute of Human Resources Development
Industrial Training

HOBBIES AND INTERESTS

Foot ball,Dancing,Sports Activites,Travalling

MANAGEMENT AND LEADERSHIP SKILLS

Interpersonal skills, Communication and motivation, Organisation and delegation, Forward planning and strategic thinking.

COMMUNICATION AND INTERPERSONAL SKILLS

Decision Making,Problem Solving,Negotiation,Listening skills,Responsibility,Leadership,Teamwork,Training

- Good interpersonal skills i have effective communication, active listening, empathy, adaptability, conflict resolution skills, and the ability to build positive relationships. Developing self-awareness and understanding social cues contributes to strong interpersonal skill. However self-knowledge is the foundation.
- I have great interpersonal skills, and can speak in front of a large audience.
- The ability to take on leadership roles.
- The ability to motivate yourself and others.
- Working well on teams and in cooperative environments.
- Demonstrating responsibility.

I hereby declare that the above furnished information is true to the best of my knowledg

place: