



Personal Info

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- Ernakulam, Kerala, India

Nationality : Indian
Date of birth : 03-02-1996
Marital Status : Single

Awards & Achievements

- Managed 20+ successful freelance events.

Skills

- Sales Operations & Support
- Customer Relationship Management (CRM)
- Order Processing & Inventory
- Sales Reporting & Data Analysis
- Team Coordination & Collaboration
- Microsoft Office Suite (Excel, Word, Outlook)
- Marketing Support & Campaign Assistance
- Time Management Multitasking

Languages

- English
- Malayalam
- Hindi
- Tamil

JIMMY BLAISE

Results-oriented Sales Coordinator with 3+ years of experience in sales operations and retail coordination, complemented by hands-on entrepreneurial experience as the founder of a successful clothing brand. Proven ability to manage end-to-end sales processes, coordinate cross-functional teams, and drive customer engagement. Known for strong organizational skills, business insight, and a deep understanding of consumer behavior and fashion market trends.

Education

DIPLOMA IN COUNTER SALES EXECUTIVE, Skill-India, Kerala, India | 2021
BCA (COMPUTER APPLICATION), Presentation College | 2014 – 2017

Work Experience

Event Manager (Freelance)

2022 – Present

- Planned and executed cultural events, dance competitions, and promo campaigns..
- Managed logistics, budgeting, and vendor coordination.
- Led social media marketing and audience engagement..
- Ensured smooth execution from planning to post-event review.

Sales Coordinator

Cranganore Cable Vision, Feb 2023 – Mar 2024

- Supported field sales team to meet targets through daily coordination and client liaison.
- Resolved customer issues and maintained high satisfaction levels.
- Monitored sales KPIs and suggested performance improvements.
- Managed sales documentation, reporting, and customer records.
- Contributed to local marketing and customer retention initiatives.

Marketing Manager – FAUVOS (T-Shirt Brand)

May 2024 – December 2024

- Managed a fashion brand focused on premium T-shirts..
- Oversaw design, sourcing, production, and sales operations.
- Built brand identity, handled marketing, and drove online/offline sales.
- Managed customer service, inventory, and vendor negotiations.
- Achieved consistent sales growth and strong market presence.

Online Executive -Orbit Pharma

May 2022 – September 2022

- Managed product listings on various online platforms.
- Tracked orders, handled returns/refunds, and updated delivery statuses.
- Coordinated with packaging and shipping teams for timely fulfillment.