

Pranav Parekh

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Objective

To provide the best of my talent to the organization with an aim to achieve both organizational as well as personal goals and growth.

Executive summary

- Professional with around 9+ years of experience in Retail, FMCG, Store Operations and Client Relationship Management.
- Currently associated with D Mart (Avenue Super Mart) as Sales Officer for Ahmedabad, Gandhinagar and Rajkot dist.
- Worked in multicultural environments with distinction of understanding & exploring new markets for business growth and set up/ streamline operations.
- An effective communicator with excellent relationship building & interpersonal skills; strong analytical, problem solving & organizational abilities.

Educational Qualification

- **B.Com:** Second class from April 2009 to Mar 2012
Swami Vivekanand Commerce college, Gujarat University, Ahmedabad, Gujarat.

Experience

Company Name: D Mart (Avenue Super Mart)

Designation: Sr. Operation Manager

Duration: Feb, 2019 to till date

Job Description:

- Handle the day to day operations in the Mall ensuring operations are kept up to the highest quality standards in order to meet all tenant and customer requirements.
- Coordinate mall team and employee works to oversee daily operations incl. maintenance, security & cleaning, pest control, waste collection and customer service.
- Conduct tenant orientation meetings for the entire Mall, covering emergency procedures, communication systems and other security procedures relating to the tenants of the Mall.
- Maintain a strong working relationship with all important Municipal Emergency services including Police, Civil Defense, and Fire & Para Medic Services.
- Identify & inform Management of any Health & Safety risk related to the Mall building that may affect employees, contractors & the general public.
- Manage tenant shops operational compliance (i.e. shop appearance, merchandise, trading hours, waste removal, etc.) through regular audits, surprise visits, etc. Rectify any non-compliance through official warning as required.
- Complete a daily report of vehicular traffic and other issues & provide a summary on a weekly basis to the Management of the mall.
- Maintain high-quality property standards through daily checks and periodic preventive maintenance (i.e. cleanliness, AC level, lighting, assets & equipment) and security control for mall premises incl. parking, service areas, toilets and other common areas.
- Supervise, guide and mentor the Mall Operations team reporting into and take full responsibility in identifying potential talent and timely supporting professional development.

- Handle all conflicts and dispute situations amongst tenants, customers, mall visitors with help of security, in a smooth manner avoiding any disruption to mall operations.

Designation: Floor Manager

Duration: Sep-2013 to Jan-2019

Job Description:

- In charge of the area of the store where product is shopped by consumers.
- maintain the stock on the shelves and supervise the people who work in the grocery aisles.
- assist in setting up merchandising displays and ensure they are in the right place on the floor plan.
- help unload trucks to get the stock on the floor, work with vendors and rotate product on shelves.

Company Name: Nestle India Ltd.

Designation: Sales Officer

Duration: April-2012 to Aug-2013

Job Description:

- Maintain consistent contact and provide sales and service to all (retailers and distributors) in Ahmedabad Region.
- Ensure optimum utilization of resources in his area of responsibility particularly sales/promotional budget.
- Assist ASM with promotional ideas to increase business within the region.
- Achieve sales revenue numbers, budget and profit goals for your assigned Region.
- Assist in managing monthly/quarterly/annual sales budgets and objectives within your Region.

Personal Details

Pranav Atulkumar Parekh

Date of Birth: 6th November, 1988

Gender: Male

Marital Status: Married

Language knows: English, Hindi and Gujarati

Strength

Creative Thinking

Hard working & Quick learner

Positive attitude & Team Worker

Commitment and Dedication are the best way to describe myself.

