

SEJAL PATEL

Objective:-

To reach the zenith of organizational hierarchy through adaptation of technical and managerial skills, continuous self-development and hard work

Contact Information

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Current Location: Ahmedabad

Professional & Educational Details

Work Experience

8.0 + years

Industry

retailing

Category

Retail Chains/ Shops

Current Role

Store Manager

Current Employer

Quest Retail Pvt Ltd (The Body Shop)

Educational Qualifications:

1. M.com completed from Gujarat Uni. in 2008.
2. B.Com completed from Gujarat Uni. in 2006.
3. H. S.C. completed from G.S.E.B. in 2003.
4. S.S.C. Completed from G.S.E.B. in 2001.

Work Experience(1):

Company : Planet Retail Holdings Pvt. Ltd. (Guess)

Period : April 2007 – November 2008.

Role : Sr. Sales Advisor cum Store Supervisor

Job Profile:

- Attending the customer and providing the best service to them.
- To maintain the VM guideline as per the company standard
- Maintain the store expenses
- Looking after logistics-Inward, Outward and Maintenance.

- I achieved individual targets in weekly and monthly bases.
- Ordering the required merchandise.
- Share the product knowledge with staff.
- Monitor the requirement of customer.
- Overall Cleanliness standards in the store.
- Check the visual merchandising in the store.
- Monitor Walk-ins and conversion Rates.
- Daily reporting to H.O.
- Looking after system billing and manual billing.
- Responsible for store opening and closing active

Work experience(2):

Company : Touch stone business Pvt ltd (Swarovski)
 Period : 1st December 2008 to 31st November 2009
 Role : Store in charge

Job Profile:

- To control and coordinate the functions of the store as per company policies and rules.
- To keep a track of stock replenishment and inventory processes of the store.
- Training the store staff in terms of customer service, stock position, inventory records, sales etc.
- Execute day-to-day tasks effectively and efficiently.
- To follow VM Guidelines for the store.
- Ensuring manpower availability on the floor at all times.
- To ensure all sales staff are trained in basic product knowledge.
- Reviews of performance of staff continuously and help them improve on weak areas.
- New product information communication to all trainees.
- Motivating the team & focusing on achieving targets.

Achievements:

- I have been recognized as the Best Sales advisor in the company.

Work experience(3):

Company : Khazana Stores
 Period : 1st May 2011 to 31st December 2011
 Role : Inventory Head

Job Profile:

- To control inventory of store.
- Purchase stock and stock audit.
- To keep a track of stock replenishment and inventory processed of the store.

Work experience(4):

Company : Colorbar Cosmetics Pvt Ltd
Period : 5th January 2012 to 4th January 2014
Role : Store Manager

Work experience(5):

Company : Crysretail Trading Pvt Ltd (Swarovski) Ahmedabad Airport
Period : January 2016 to August 2017
Role : Store Manager

Work experience(6):

Company : Colorbar Cosmetics Pvt Ltd
Period : September 2018 to January 2019
Role : Store Manager

Work experience(7):

Company : Quest Retail Pvt Ltd
Period : January 2019 to present
Role : Store Manager

Strengths

1. Able to perform in a multicultural environment.
2. Can co-ordinate.
3. Excellent Convincing power.
4. Positive attitude and hard work with confidence.
5. Ability to work with a dynamic and ambitious organization.

* Gap between 2014 to 2016 due to pregnancy

** Gap from 2017 to 2018 family issues

Personal Details:

Father's Name	:	Ramesh Panchal
Mother's Name	:	Rita R. Panchal
Spouse's Name	:	Hemal U Patel
Marital Status	:	Married
Child	:	1 Son
D O B	:	23 rd October, 1985.
Nationality	:	Indian

Sejal Patel