

**DIPIKA DORIYA**

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### **CAREER OBJECTIVE**

To work with an organization that provides excellent training, and which enables me to apply my skills to achieve organizational objectives.

#### **Strengths:**

- Good communication skills – Verbal and written communication
- Adopting nature, Team Player with team leading qualities
- Good grasping power, able to learn fast
- Ability to analyze and respond to the situations
- Positive Attitude with a solution-oriented approach

### **Academic Qualifications:**

- Currently pursuing B.A
- Gujarat State Higher Education Board – H.S.C – equivalent to A-level
- Gujarat State Education Board – S.S.C – equivalent to B – level

### **PROFESSIONAL EXPERIENCE**

#### **CURRENT EXPERIENCE**

**CENTRAL MAII** Ahmedabad, India.

**Duration:** Feb 2018 to till date

**Designation:** Fashion Consultant (FC)

#### **Job profile:**

- Handled a counter of 407sft
- Responsible for overseeing the Entire Stock.
- Maintaining Daily Mirror.
- Managed merchandise levels and store appearance Visual Display Arrangement.
- Created and maintained team relationships.
- Directed all activities required to achieve sales, targets, goals.
- Ensure efficient handling of customers and maintaining high service standards.
- Maintaining the ambience of the Counter as per the company standards.

### **PAST EXPERIENCE**

**M/S. Chemistry (Alpha One),** Ahmedabad, India.

**Duration:** Jan 2016 to Oct 2017

**Designation:** Sr.Fashion Consultant

#### **Job profile:**

- serve the customers using five step customer service standards.
- Handle the cash register including all cash credit sales plus refund and exchanges.
- Assist with window display for special promotion.
- Maintain store and stock in impeccable condition.
- Balance the till at close of the business day.

## **PAST EXPERIENCE**

**M/S. UCB** (saffron lifestyle traders ) Cg road, Ahmedabad.

**Duration:** Dec 2011 to Nov 2013

**Designation:** Fashion Consultant

## **Job profile:**

- Face to face dealing with customer.
- Till operation
- Cash handling.
- Time management

## **KEY SKILLS :**

- Possess excellent knowledge of fashion and contemporary trends and style
- Knowledge in understanding colors, fabrics, materials, etc.
- Expert knowledge in recommending clothing and style for clients belonging to various age groups
- Excellent knowledge of accessories, footwear, garments, etc.
- Expertise in suggesting the right hairstyle for different types of clothing and outfits.
- Excellent communication and presentation skills, Good client management and client treatment skills.

## **Personal:**

**D.O.B.** : 11<sup>th</sup> Feb 1989  
**Address** : 818/76, LAXAMIPURA, GITAMANDIR ROAD,  
 AHMEDABAD – 380022.  
**Special interest** : Netsurfing, Travelling, Music  
**Languages Spoken** : English, , Hindi, Gujarati  
**Sex** : Female  
**Marital Status** : Single  
**Skills** : Communication and Leadership.

I am a young and educated person from a highly qualified family. I hold command over English, Hindi & Gujarati. My above work experiences have helped me make my communication skills strong and understand people and their requirements better. Given a chance, I am sure to satisfy you with my hard and sincere work

**Your Sincerely,**  
**DIIPIKA DORIYA**

**References:**  
Available on request