



### **CURRICULUM VITAE**

Name : K. CHANDRASEKAR  
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### **Qualification**

**B.B.A – Bachelor of Business Administration**

### **AREAS OF EXPERTISE**

#### **Managerial**

- Sales Management experience within a fast moving fashion/clothing retailer
- Handles and supervises all the daily processes/activities that are carried out in the store.
- High level of problem solving skills
- Experience within a large square retail footage operation

- Monitored the sales floor regularly, talking to staff and customers, and identifying or resolving urgent issues.
- Maintained awareness of market trends in the retail industry.
- Motivating the store team to increase sales and ensure efficiency
- Managed the store's stock levels – made key decisions about stock level and stock control

### **Sales**

- Previous success in delivering sales growth in a contracting environment
- Ability to build relationships with key customers, sales agents, and joint venture partners
- Market/product knowledge and awareness of competitors
- Maintaining full knowledge of the company product offerings.

### **Personal**

- Able to work under specified and agreed time constraints
- Able to resolve difficult situations
- Comfortable working in a highly autonomous environment

## **CAREER PROFILE**

### **SEP 2015 TO OCT 2019**

Working as a **STORE MANAGER in VENILA CLOTHING PVT LTD**

**(RAMRAJ COTTON) –THANJAVUR & KUMBAKONAM**

- Handled a store of 2200 Sqft
- Responsible for overseeing the Entire Store Operations.
- Maintaining Daily Mirror.
- Preparing Daily Sales Report
- Mailing reports and data on daily and monthly basis
- Ensuing deadlines and targets are achieved
- Managing and Motivating large sales team
- Coordination with warehouse Department
- Managed merchandise levels and store appearance Visual Display Arrangement

- Arranged the stock inventory and the requisition of new stock.
- Maintained sales records, reviewed sales prices.
- Handling the Customer Issues
- Responsible for the discipline, training and motivation of sales team.
- Taking care of Staff Management
- Computerizing the Bills
- Responsible for Accounting, Cash handling & Daily Bank Deposits
- Taking care of sales

### **JUNE 2014 TO SEP 2015**

Worked as a **STORE MANAGER** in **OTTO CLOTHING PVT LTD**

(KOTTIVAKKAM)- CHENNAI-600 041

- Handled a store of 1600 Sqft
- Responsible for overseeing the Entire Store Operations.
- Maintaining Daily Mirror.
- Preparing Daily Sales Report
- Mailing reports and data on daily and monthly basis
- Ensuing deadlines and targets are achieved
- Managing and Motivating large sales team
- Coordination with warehouse Department
- Managed merchandise levels and store appearance Visual Display Arrangement
- Maintained sales records, reviewed sales prices.
- Handling the Customer Issues
- Responsible for the discipline, training and motivation of sales team.
- Taking care of Staff Management
- Computerizing the Bills
- Responsible for Accounting, Cash handling & Daily Bank Deposits
- Taking care of sales

### **Jan 2012 to JUNE 2014**

Worked as a **Store Manager** cum **Cashier** in **Milou** Retail Show Room (Eclectic Retail) – Adyar Chennai.

- Handled a store of 1600 Sqft
- Responsible for overseeing the Entire Store Operations.
- Maintaining Daily Mirror.
- Preparing Daily Sales Report
- Mailing reports and data on daily and monthly basis
- Ensuing deadlines and targets are achieved
- Managing and Motivating large sales team
- Coordination with warehouse Department
- Managed merchandise levels and store appearance Visual Display Arrangement
- Handling all type of payments, orders and invoicing.
- Maintained sales records, reviewed sales prices.
- Arranged the stock inventory and the requisition of new stock.
- Handling the Customer Issues
- Responsible for the discipline, training and motivation of sales team.
- Taking care of Staff Management
- Computerizing the Bills
- Responsible for Accounting, cash handling & Daily Bank Deposits

### **July - 2008 to Nov – 2011**

Worked as a **Cashier & Store Manager**– COTTON LAND MEN'S & KIDS WEAR -

KUMBAKONAM

- Handled a store of 1000 Sqft
- Maintaining daily Stock Report
- Managed merchandise levels and store appearance Visual Display Arrangement

- Checking the Purchase & Invoice Bills
- Handling the Customer Issues
- Taking care of Staff Management
- Responsible for Accounting, cash handling & Daily Bank Deposits
- Arranged the stock inventory and the requisition of new stock.

#### **April 2000 to June 2008**

Worked as a **Salesman & Cashier** – JAIHIND READYWEARS –KUMBAKONAM

- Handled a store of 2200 Sqft
- Maintaining daily Stock Report
- Checking the Purchase & Invoice Bills
- Taking care of Daily Cash & Ledger Book
- Handling the Customer Issues
- Taking care of Staff Management
- Taking care of sales

#### **Computer Skills**

- Wonder Soft , Raymedi , Genysis & SHOPER9
- RELAX (BPARTNER )software
- MS Office

#### **Languages Known**

- English, Tamil & Telugu

#### **Declaration:**

I do here by confirm that the information given in this form is true to do the best of my knowledge and belief.

Place: Kumbakonam

Date:

( K.Chandrasekar)