

CURRICULUM VITAE

Personal Information:



RAJ MENIKA

Address : khandas Gurgaon

Current Address : Khandas Gurgaon

Contact : Phone 8083815558

: Email id: rajmenika9@gmail.com

Objective:

To achieve a position of responsibility and honor in an organization that will offer a career opportunity as well as scope of professional and personal growth with the skills acquired on various training and development programs.

Work Experience:

From 12 June 2023 to till date working with Richaco export pvt ltd Gurgaon.

Position- Merchant.

Production of Belk buyer.

**From 24 June 2021 to 6 march 2022 march working with Intercity pvt ltd (Noida phase 2)
Position –Assistant Merchant.**

Handle buyer production of Pretty lavish, lulus, Georgina buyer.

From 4 April 2018 to 23 April 2020 working with Modelama export pvt ltd udyog vihar 6 month internship and then promoted as assistant merchant handling buyer next Pd production both.

Educational Qualification:

- Diploma in fashion designing from apparel training & design center (ATDC) Patna Bihar.
- BA from JD women's collage Patna Bihar 2011.
- Intermediate specialization in ART from JD women's collage Patna Bihar 2008.
- Matriculation from Bihar school board in 2006.

Job Profile:

- I handle buyer account Production.
- Having mail communication with buyer and buying house.
- Now handling buyer in Richaco export (Belk) Production.
- Follow up the sampling department regarding-for development of pattern, embroidery, Printing.
- Having good follow up with production team.
- Follow the design sheet or TP received from buyer's.
- Get all the correction done as per buyer's special instruction and designs.
- Fit making and follow up for fit approval.
- Testing's FPT, GPT, base test, Trim Testing, ITL etc.
- Do all required testing for fabric and garment.
- Maintain all files & record.
- Maintain all production file on time.

Skills:

Hard worker and self-motivator.

Ability to work in a team.

Convincing Quality

Basic Computer Knowledge

Having a strong commanding on my work.

Having a good communication skill.

Personal Details:

Father name – Ramesh Kumar

Date of birth -9 Feb 1991

Gender- female

Language – Hindi English

Marital status – unmarried

Raj menika

Declaration:

I hereby declare that all the information above is true and to the best of my knowledge.