

## **UTSAV MALVIY**

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**Leadership skills with cross-functional competencies in: Retail Store Operation/Team Management.**

**Preferred industry: Retail**

**Preferred location: All over India**

### **CAREER OBJECTIVE:**

Intend to become a successful professional and to work in hi-tech environment, which will help me to explore myself fully and realize my potential. I desire to work as a key player in challenging & creative environment.

### **KEY SKILLS:**

- Store Management •Store Operation •Sales & Business Development
- Retail Management •Merchandising •Revenue Generation
- Escalation Management •Competitor Research •Team Building & Leadership

### **PROFILE SUMMARY:**

- ☐ **Competent Professional offering nearly 3 years and 6 months of productive & qualitative experience** in developing strategies to improve store management, customer service, drive store sales, increase profitability.
- ☐ Initiated store policies and marketing programs that helped in increasing sales and grow the existing Customer base.
- ☐ Played a key role as TEAM LEADER and supervised team recruitment / query handling and Retention.
- ☐ Damage control / standard/ audit/ stock audit/ floor maintenance.
- ☐ Presented support sales staff to help raise awareness of new products, Company news, promotions or coupons.

-Currently working With Abcone International Pvt Ltd. (A Unit of Nims University) Jaipur as an Operation Manager

### **A) PROFESSIONAL EXPOSURE**

# **1 LANDMARK GROUP. (MAX RETAIL DIVISION)**

## **Team Leader & Store VM (From 28 May 2018 to 15 Feb 2021)**

Max Retail Division (Lifestyle International PVT LTD) is a subsidiary company of Landmark Group. Its a Dubai Based company. A retail outlets offer apparel and footwear and lifestyle products.

### **Key Responsible Area:**

- Customer service desk Handling
- Cashiering experience
- Store VM handling (key role)
- Store certified buddy trainer.
- Omni channel representative.
- NPS SPOC
- INVENTORY
- FA TAINER
- FA Store Interviewer

### **KEY ACHIEVEMENTS:**

- 8 time certified Star of the month within a year.
- Surpassed the store's and my department target during festive in Rajasthan.
- Part of NEW STORE OPENING TEAM 3 TIME.
- Certified buddy trainer of store.
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### **AREAS OF EXPERTISE:**

- Handling day-to-day store operations.
- Manage and Motivate Staff for good sale.
- Execute merchandising strategies using visual displays throughout the stores visual appeal to bring in customers.
- Aided an increase of coat sales by 20% by creating all aspects of in-store designs dress mannequins in latest trends.
- Helping customer to solve their problems.
- Managing stock daily inventory.
- Daily sales report stock report.
- Handling opening and Closing activity of Store as well.
- Expert in Planogram in apparel.
- Handling Customer service desk.
- Experience of NSO.
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## **2 ABCONE INTERNATIONAL (Retail Store)**

### **Operation In charge ( 15 Feb to Present)**

It's a first Retail store opened by NIMS UNIVERSITY Jaipur. (Its a same format preciously like Max fashion, lifestyle and pantaloons)

- ☐ Have a new project for a new Shopping mall in Nims Campus.
- ☐ Project successfully completed on 21<sup>st</sup> of Feb 2021 and now it's operational.
- ☐ All project, stock, sop, new process and staff management related decision taking for all retail outlets.
- ☐ Sales Growth plan month to month.
- ☐ Data compiled for all retail outlets, like- Grocery store, canteens and retail mall and present to owner.
- ☐ Team management for all retail outlets.
- ☐ Review with all outlet manager.
- ☐ New ideas implement in all stores.

### **Notable Contributions**

- ☐ Product promotions through different promotional schemes including promotion through Vendor.
- ☐ Implement sales promotion plans and new store concepts to generate increased sales for achievement of revenue targets through retail marketing.
- ☐ Implement sales strategies for enhancing sales volumes and increasing profitability
- ☐ Achieve sales target through monitoring sales team and forecasting market trends.

### **I T PROFICIENCY:**

- MS Word, MS Office, MS Excel , Prana & E Nukkad.

**ACADEMIC QUALIFICATION:**

- Secondary Education from CBSE Board, in 2012.
- Senior Secondary from CBSE Board, in 2014.
- B.COM from Kota University in 2019

**PERSONAL PROFILE:**

Name	: Utsav Malviy
Father's Name	: Mohan Malviy
Date of Birth	: 25 September 1997
Sex	: Male
Nationality	: Indian
Religion	: Hindu
Marital status	: Unmarried
Languages known	: Hindi, English

**DECLARATION**

I hereby declare that above-mentioned informations are true and correct to the best Of my knowledge and I bear the responsibility for the correctness.

**Date:****Place: Kota (Raj.)**-----  
(Signature)**Utsav Malviy**