

Ritika Bomdyal
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Burnaby, British Columbia, V3N 0H8

EDUCATION

Master's in Business Administration July 2024 – to date
University Canada West – Vancouver, British Columbia

Bachelor of Business Administration July 2019 - September 2022
Mangalvedhekar Institute of Management – Solapur, India

SKILLS

- Excellent customer service skills
- Attention to detail and organizational skills
- Proficient in operating cash registers and handling cash transactions.
- Strong verbal and written communication skills for interacting with clients, vendors, and team members.
- Event coordinating skills
- Computer skills [Email, Excel, Word, PowerPoint, Outlook, etc.]
- Ability to negotiate contracts and terms with vendors, venues, and service providers to secure the best deals.

WORK EXPERIENCE

Cashier October 2021-November 2022
Bath and Body Works- Phoenix Marketcity Pune, India

- Operated cash register and processed customer transactions accurately and efficiently.
- Provided exceptional customer service, assisting customers with inquiries and resolving complaints.
- Handled cash, credit, and debit transactions while ensuring adherence to company policies.

Sales Executive and Event Coordinator January 2023 – June 2024
The Heriytage – Pune, India

- Develop and maintain strong customer relationships.
- Address customer queries and concerns promptly.
- Conduct regular follow-ups to ensure customer satisfaction.
- Achieve monthly, quarterly, and annual sales targets.
- Communicated with vendors and clients to align on expectations.

Sales Associate October 2024- Till date
Fossil -Templeton, Canada

- Delivered exceptional customer service by assisting with product selection and addressing inquiries.
- Achieved and exceeded sales targets through upselling and promoting store offerings.
- Processed transactions accurately and supported inventory management tasks.

CERTIFICATION

Serving It Right (2024 – 2029)

