CURRICULUM VITAE



**Syed yaseen ghouri**

**Jinsi Bazaar, Golconda Fort Hyderabad-08**

**Contact: +91 8686247054,**

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**PERSONAL SUMMARY**

* **An ambitious professional with Strong verbal, listening and written skills.**
* **Comfortable in interacting with all levels of the organization and public.**
* **Able to negotiate and problem solve quickly, accurately, and efficiently.**
* **Diverse background includes Sales, Customer Service and Supervision. Committed to quality and excellence.**
* **Prepared and available to take on a challenging role in any highly competitive market.**

**WORK EXPERIENCE : 1**

* **Worked with PROVOGUE Brand as Customer relation Officer & Fashion Consultant for a period of One Year.**

**ACHIVEMENTS**

1. **Achieved the “Best Salesmen” award by Provogue, for giving the highest sales.**

**DUTIES AND RESPONSIBILITIES**

* Greeting customers who enter the shop.
* Be involved in stock control and management.
* Assisting shoppers to find the goods and products they are looking for.
* Being responsible for processing cash and card payments.
* Stocking shelves with merchandise.
* Answering queries from customers.
* Reporting discrepancies and problems to the supervisor.
* Giving advice and guidance on product selection to customers.
* Balancing cash registers with receipts.
* Dealing with customer refunds.
* Keeping the store tidy and clean, this includes hovering and mopping.
* Responsible dealing with customer complaints.
* Working within established guidelines, particularly with brands.
* Attaching price tags to merchandise on the shop floor.
* Receiving and storing the delivery of large amounts of stock
* Keeping up to date with special promotions and putting up displays.

**WORK EXPERIENCE : 2**

* **Working with TRISA RETAIL LTD (Arianna the Fashion Store) since December – 2010 till date**

**ACHIVEMENTS**

1. **Got appreciated by Trisa for Setting Up the brand (Arianna) at various locations in India like Mumbai, Pune & Hyderabad.**
2. **Promoted as a Store Manager for Inorbit store (Arianna the Fashion Store).**

**DUTIES AND RESPONSIBILITIES AT ALL LEVELS**

# **Always securing customer satisfaction**

# **Raised purchase orders for the store depending on requirement**

# **Handling cash and maintaining all other accounts**

# **Changed visuals /promotions/offers as per the schedules at the store**

# **Evaluated suggestions and views to higher authorities for organization enhancement**

# **Inspiring and motivating staff to increase sales only with the locations handed over**

# **Was involved in setting up the Brand at various Out Stationed locations**

# Implement a retail plan for my given location in line with company strategy

# Involved in the setting of sales and financial targets to be achieved at the given locations

# **Recruiting staff and train employees with all brand and product knowledge**

# ****PERSONEL ATTRIBUTES /**** ****TECHNICAL SKILL****

# **Confidence and enthusiastic**

# **Work Passionate and Dedicated**

# **Innovative**

# **Operating System, Windows XP, Excel, MS-Word.**

# ****ACADEMIC QUALIFICATIONS****

* **Discontinued B.Com from St. Joseph’s Degree college (Osmania University)**
* **International Junior College (Intermediate) CEC – Civics Economics & Commerce**
* **Schooling studies from St Mariya High School.**

# ****PERSONAL INFORMATION****

Name : - Syed Yaseen Ghouri

Father’s name : - Syed Hassan Ghouri

Date of Birth : - 19th Sept 1990

Passport : - K6429763

Nationality : - Indian

Marital status : - Single

Address : - 9-11-387, Jinsi Bazaar, Golconda Fort Hyderabad-08

Languages known: - English, Hindi, Urdu (Proficient in all)

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

( **Syed Yaseen Ghouri**)