

Tanu Shree

Lancaster, United Kingdom, 07469303126, Tanushreeeasthana412@gmail.com

LINKS

[LinkedIn](#)

PROFILE

Versatile and results-driven professional with strong communication skills, attention to detail, and extensive experience in management, sales, and business development. Known for a proactive, can-do approach, I excel in fast-paced environments by leading teams to exceed targets, drive customer satisfaction, and deliver impactful solutions. I bring an inclusive, flexible attitude with strengths in multitasking, strategic oversight, and process optimization. My adaptable leadership style, combined with a focus on customer relationships and operational excellence, supports successful, dynamic business outcomes.

EMPLOYMENT HISTORY

Feb 2024 — Sep 2024	Customer Service Assistant (Part Time), Asda	Morecambe
Achieved high levels of accuracy when processing transactions/orders which led to reduced errors and increased customer satisfaction. Assisted customers with product selection, providing detailed information on features and benefits. Processed returns and exchanges, adhering to company policies while prioritizing customer satisfaction. Manage over 50 customers during working hours		
Jul 2022 — Jul 2023	Assistant Category Manager (Full Time), TD Synnex	Basingstoke
Supporting for end-to-end product and vendor lifecycle management, ensuring system accuracy and product adoption and creation. Supporting sales floor with pricing, ship and debit and general product queries. Collaboration with purchasing team on provision management and stock allocation. Developed strong relationships with vendors, leading to better product availability and improved negotiation power. Managed vendor contracts, ensuring adherence to terms while negotiating advantageous deals for company resulting in increase of sales by 10%. Participated in trade shows, building brand awareness, and networking with potential suppliers or partners		
Jan 2020 — Dec 2020	Manager (Part Time), Papa Johns	Lancaster
Enhanced customer satisfaction by resolving disputes promptly, maintaining open lines of communication, and ensuring high-quality service delivery. Accomplished multiple tasks within established timeframes. Cross-trained existing employees to maximize team agility and performance		

EDUCATION

Sep 2020 — Jul 2024	BSc Hons, Lancaster University	Lancaster
Honors Degree in Business Management		
Secured 2:2		

SKILLS	Problem Solving	Expert	Negotiation Skills	Expert
	Teamwork	Expert	Strategies of Pricing	Expert
	Reception	Expert	Sales	Expert
	Communication	Expert	Brand Awareness	Expert
	Business Administration	Expert	Event Management	Expert
	Customer Satisfaction	Expert	Networking Skills	Expert
	Customer Service	Expert	Photography Skills	Expert
	Prioritization of Requirements	Expert	Attention to Detail	Expert
	Communication Skills	Expert	Interpersonal Skills	Expert
	Team Working	Expert	Leadership	Expert

LANGUAGES	English	Highly proficient	Hindi	Native speaker
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