# Contact Address:

# ASHUTOSH PANDEY

Chandausi Dhramshala near old post office,

Brijghat(Hapur) U.P – 245205

**Mobile** +**919410847143**

**E-mail**: **as.pandey11gmail.com**

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***RETAIL MANAGEMENT PROFESSIONAL***

##### NuFuture Digital (India) Limited (Future Group) (September-2017 to March 2020)

**ASSISTANT INVENTORY AUDITOR**

##### EXECUTION RESPONSIBILITY AREAS

• An audit professional with nearly 2 years experience in Retail Store. Efficiently and productively analyzed all the tasks undertaken

• Hands on knowledge in software such as SAP,MS Office, IMS..

• Excellent communicator with strong team management skills, seeking challenging opportunities in Retail Management

• Shrinkage analysis and Stock control.

• Inventory audit.

• Operation audit.

• MIS Reporting.

**Key Responsibilities**

• Cash audit/Operation audit/Cost control etc.

• Doing Inventory Audit of retail store.

• Stock control and shrinkage analysis.

• Spearheading the entire store operations including Administration, Inventory Management, Customer Service and Team

Management .

• Check of All Stock entries. Generate of Variance report Book Stock vs. Physical Stock.

• All types of Report preparing (Daily Report, Weekly Report and Monthly Reports).

• Collaborated with MIS team members in the development and organize the information system.

• Preparation of MIS Reports relating to Audit. • Preparing and analyzing reports based on monthly working.

• Preparing of Huge Shrinkage Store..

**Previous Experience**

**Worked for R.P. Species Pvt.Ltd. from January 2015 to august 2015**

**BSL Training Company Pvt. Ltd . As a Operation Manager (2nd May to 2nd July 2011)**

**Key Responsibilities**

• Picking proper customer order.

•Proper put away of returned stock from dispatch center.

•Managing inventory of the W/H..

•Management of order storing,Tracking and dispatching.

• Check the man power of the team

• Solve the customer queries at the time of delivery.

• Proper mailing to customer service team

• Handling Team and procurement of orders.

**Personal Strength**

* *Confidence, Sincere, Punctual & Result Oriented.*
* *Can handle stress and maintain equanimity under pressure.*
* Easily Adaptable to new Environment and positive attitude & Can Take Independent Responsibility and I like new challenges

**Interest And Activities**

* *Playing Cricket & Listing music*
* *Internet using*

**Personal Information**

* *Father’s Name Shri Umesh Chandra Pandey*
* *Date of Birth 25-JAN-1992*
* *Nationality Indian*
* *Marital Status Married*
* *Language Known Hindi & English*

**Declaration**

* *I hereby declare that the information given above is up to date and true to the Best of my knowledge.*

*Date: - ------/------/--------*

*Place: - --------------------* ***(ASHUTOSH PANDEY)***