

CURRICULUM VITAE

Mohd Razi

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OBJECTIVE

To obtain a challenging and demanding job where I can enhance my knowledge and skills with my abilities in the industry that bring professional growth.

PROFESSIONAL EXPERIENCE

Work Experience 2.2 years at Manak Waste Management Pvt Ltd. Cashify as store manager.

Work Experience 5.5 months Retail fiesta Pvt Ltd Cashify as store manager.

Responsibilities:

- Handling complete retail store operations and store sales and customer Services.
- Responsible for store staff Recruiting, training, Coaching, orienting and motivating employees.
- Created and maintained team relationships.
- Directed all activities required to achieve store sales, targets, goals.
- Following up with the transportation department and company.
- Responsibility for Security and Cleanliness of the store.
- Ensure efficient handling of customers and maintaining high service standards.
- Maintaining the ambience of the store as per the company standards.

PREVIOUS EMPLOYER

Manak Waste Management Pvt Ltd

Working as **Store Manager** in Cashify at New Delhi Location.

Duration: 01st February 2020 to 01st April 2022 .

Retail Fiesta Pvt Ltd

Working as **Store Manager** at New Delhi Location.

Duration: From 1st April 2022 to Present.

Responsibilities:

- Sales and Retailing.
- Monitoring the performance of E.B.O's and to achieve target given by the company.
- Sales Promotion, Visual Merchandising at E.B.O.
- Value addition in Range Architecture.
- Training and Development of Sales Team.

- Managing sales team of 9 people and monitoring their performance relating to Sales and targets.
- Team Management.
- Provide direction, motivation and training to sales team for ensuring optimum performance.
- Responsible for recruiting, mentoring & training front line Sales Officers.
- Stock Reconciliation.
- Billings Customer Handling Accounts, Inventory Management.
- Complaint handling.

SKILL SET

- Store Management
- Staff-Briefing
- Stock Reconciliation
- Team-Work
- Team Motivation
- Mailing reports and data on daily basis
- Billings
- Customer Handling Accounts, Inventory Management
- Complaint handling

PROFESSIONAL QUALIFICATION

- B.A. Pursuing from Delhi University.
- Intermediate from CBSE Board in 2014.
- High School from CBSE Board in 2010.

PERSNAL DETAIL

NAME	:	Mohd Razi
Father Name	:	Mr. Mohd Rafiq
Address	:	House No. 5309, Kucha Rehman Chandni Chowk Delhi - 110006
Date of Birth	:	03 rd January 1994
Gender	:	Male
Marital Status	:	Unmarried
Languages	:	English, Hindi

PLACE : Delhi

(Mohd Razi)

