

ANAND PONDA

Retail | Procurement | Operations | Sales Manager

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SUMMARY

A well-presented, articulate and focused individual with a passion for delivering quality service, possessing a track record of an efficient procurement manager with skills tackling various prospects of retail, vendor management, marketing, offline business and sales. Have a proven ability to ensure that a company enjoys a competitive edge when compared to their competitors by retaining the best margins and terms from suppliers.

SKILL SET

- Strategic planning and implementation
- Team leading/ training / supervising
- Worked on ERP Modules and MS Office
- Operational improvements
- Resource management
- Marketing and sales
- Stock management
- Vendor negotiation
- Logistics
- Dispute resolution

EDUCATION

- Master of Business Administration in Marketing / HR from Aurora School of Business (2010), Hyderabad, India
- Bachelors in Commerce from Aurora Degree College (2008), Hyderabad, India

LANGUAGE SKILLS

- Good Command over English

EXPERIENCE

Aptronix - Apple Premium Resellers

Aug 2015 - April 2019

Accessories Manager/Procurement Manager

- Accountable for pioneering ideas to increase the market shares
- Generating and analyzing the sales reports for weekly / monthly sales
- Handled all Line of Business MAC / iPad / iPhone / Watch / Apple and Third Party Accessories
- Responsible for forecasting the product requirement based on bi-weekly sales
- Applauded for good quality purchase and vendor handling skills
- Delivering excellent visual standards for Apple and third party products
- Ensuring high levels of quality in accessories through testing
- Maintaining the reorder levels of inventory at all times

- Get the best allocation of stocks from distributor during a new product launch to provide an upper edge over the competitors
- Liquidation schemes for non / slow moving products.
- Planning, Organizing and Implementing strategies to improve product awareness and volumes

D'interio Furniture Concepts

Jan 2020 - Sept 2021

Assistant Sales Manager

- Provide the best customer solution for the requirements
- Monitor and mentor the team to achieve the monthly targets
- Ensure the customer gets a timely delivery of the product
- Coordinate with warehouse and logistics team
- Updated the footfall on a daily basis
- Ensure the store visual merchandising is up to the mark for every customer

Sanjay Ponda & Co, Chartered Accountants

Jan 2012 - Aug 2015

Audit Incharge

- A part of Bank Audit (Syndicate Bank – Zaheerabad)
- Collecting the data from clients for audits.
- Auditing the books of accounts.
- Mistake corrections and compiling the information for audit report.
- Team management / Mentorship.
- Follow up on payments.

Bose Corporation India Pvt. Ltd

Nov 2010 - Dec 2011

Demonstration Specialist

- Endowed with admirable customer service in a timely and effective manner
- Provided the customer database to the customer service team
- Updated and made payments to the vendors
- Updated the footfall on a daily basis
- Worked as a team of demonstrators to accommodate large crowds
- Promoting offline business activities

ACHIEVEMENTS

- National Swimming Competition - 3rd Place in 200 M Freestyle (2019)
- State Swimming Competition - 1st Place in 50 M Back Stroke (2019)
- State Swimming Competition - 2nd Place in 50 M Freestyle (2019)
- State Swimming Competition - 2nd Place in 100 M Individual Medley (2019)
- State Swimming Competition - 3rd Place in 50 M Breast Stroke (2019)
- State Swimming Competition - 3rd Place in 50 M Freestyle (2018)
- Achieved 100% sales target as a team in 2010- 11
- Chairperson of Junior Jaycee Wing of JCI Hyderabad Deccan – 2009
- Winner for JCI India Award for Best Junior JC Chairperson

References: Available upon request