

## Curriculum vitae

### RAVIMADAN

Mobile:-+91-9996217259

E-mail:-rmadan575@gmail.com

### Objective:-

- To work in a reputed company with challenging environment using inhance skills, an open mind to gain knowledge & zeal to acquire adequate experience for better advancement & profession of the organization working for.

### PROFESSIONAL SUMMARY:-

- 4Year experience in Bharti Wallmart Pvt. Ltd as a Team Member during the period of 30Sept 2009 to 30 April 2014.
- 1Year Experience in Bharti Retail Team Member during the period of 1May 2014 to 30 May 2015.
- 5 Year experience in Future Retail Ltd. (EasyDay)as an Assistant Manager during the time period of (1<sup>st</sup> july2015 To14th july 2020).
- Now working in Reliance Retail Pvt.Ltd as a Smart Point Store Manager from oct, 2020 to till now.
- Strong in front-end Accounting, Marketing &sales.
- Strong in backend queries &their solutions.
- Effective verbal and written communication skills with strong knowledge of culture and work place. I have the ability to adopt quickly any culture,work place and computer environment and update accordingly.

### WORKING EXPERIENCES

- Department: Customer Service and Retail Sales Easyday Store(Future Retail PVT.LTD.)

- Department: Food, Non-Food, Fresh.

### Education Qualification:-

- B.BA from IGNO University Kurukshetra.

Passed Sen. Secondary from Haryana Board of School Education.

Passed Secondary from Haryana Board of School Education.

Job Responsibilities as Assistant Manager in EasyDay(Future RetailLtd) Profile Summary:-

Worked as Dept. Manager of

FMCG (Food/Household/personal care/Branded

Bakery/Beauty) (operations, Account, customer service, audits and assurance.

Taking care entire operations of store & handling the business of 2.83Crore per year with team size of 10 people.

Interact with customer for on time customer complain & service.

Connected with category & SM for the ARS as well as MBQ setting & creating purchase

order as per the department requirement & customer needs.

Job Responsibilities as Floor Incharge(Assistant Manager) in Last company FutureRetail Pvt.Ltd(Easyday):-

Managing the Floor team.

Taking the briefings of floor team.

Controlling the Shrinkage.  Ensure generation of weekly, Monthly reports related to sales, stock position

Taking care of stock, Replenishment.

Managing complete store Inventory management like GRN, GRDC, RTV, PI.

Handling a Venders for PO Generate.

Timely Delivery to the customer.

Daily stock correction

Inventory management as per location

Weekly and monthly report share with H.O.

Introspection of each and every department of store i.e. F&V, STAPLES, F.M.C.G(FOOD&NON-FOOD), CDIT, GM, DAIRY, PROCESSED FOOD, BEVERAGES, HOMECARE, HOUSEWARE etc

Responsible for the achievement of targets.

Responsible for the achievement of Monthly Fixed Deposit Target.

Responsible for the sale's promotional activity.

Dealing with merchandisers, vendors, buyers etc.

Knowing the requirements of business.

Produced results as per markets and ard&requirements

Preparing analysis, estimation, for different components required by the system.

Prepared and executed unit test plans for every module.

Content management as per customer's requirement.

Importing/Exporting Data by using tools

- Writing/Maintain codes using SQL, PL/SQL, construction of triggers, tables, collections, functions, user defined data type, procedures etc.
- Generate, maintain reports using reporting tools.

**Additional Qualifications:-**

- Two Year advance Diploma in BBA Retail.
- Knowledge of MS-Excel, MS-Word, MS-PowerPoint.
- Commitment to work on Project till its completion.
- Ability to learn new skills.
- Ability to work in a team.
- Hardworking, unfeigned & Down to earth.

**Personal Profile:-**

Name : Mr. Ravi Madan

Father's Name: Sh. Ramkishan Madan

Date of Birth :10<sup>th</sup> Aug.1988

Postal Address: New Bus Stand Near Durga Glass Samalkha

Tehsil Samalkha Dist. Panipat Haryana132101

Mob.No. :9996217259

Marital Status: Single

Nationality: Indian

Hobbies: Travelling, Listening Music, Watching cricket

Place: Samalkha

Date:.....

(Ravi Madan)