

Curriculum- Vitae

Mayank Rastogi

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Ganesh Vihar

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CAREER GOAL

To employ my knowledge and experience with the intention of securing a professional career with opportunity for challenges and career advancement, while gaining knowledge of new skills and expertise and to achieve the ultimate extent of success in each and every field of life.

KEY SKILLS:

- **Retail Store Operations**
- **Merchandising Strategies**
- **Inventory Management**
- **Customer Service Excellence**
- **Teambuilding/Training/Supervision**

TOTAL WORK EXPERIENCE (23 Years)

- 1. PP Jeweller as a Assistant Store Manager from Dec 2020 to till date at Chandigarh branch**
- 2. P C Jeweller Limited as a Showroom Manager from June 2014 to 22 Feb 2020 at Jammu branch.**

Current Roles and Responsibilities:

- Manage budget for and ordering of Seasonal Accessories and Jewellery.
- Manage up to 20 members of Staff
- Head merchandiser for all window and in store displays of stock, changed on a weekly basis
- Manage accurate records of all pricings, sales, and activity report
- Motivate staff to increase sales and ensure store efficiency
- Maintaining awareness of Market trends and monitoring local competitors
- Knowledge of working with brands and their guidelines
- Co-ordinate with company to follow their all Standard Operation Procedure

- 3. Gitanjali Jewels Retail Limited Chandigarh (8th Jan ,2013 to April 2014)**
Designation: Store Manager

Company Description:

Gitanjali is a prominent jewellery brand of India. It pioneered the concept of branded jewellery and ornaments in India.

Roles and Responsibilities:

- Manage up to 10 members of Staff
- Motivate staff to increase sales and ensure store efficiency
- Maintaining awareness of Market trends and monitoring local competitors

- Knowledge of working with brands and their guidelines
- Co-ordinate with company to follow their all Standard Operation Procedure

4. Forever Precious Jewellery & Diamond Limited Ambala Cantt (Big Bazaar)
(4th Dec, 2007 to 31st dec 2012.)
Designation: Store Manager.

Roles and Responsibilities:

- Manage budget for and ordering of Seasonal Accessories and Jewellery
- Manage up to 9 members of Staff

5. TTK prestige Limited kitchen appliances & cookware in Ludhiana.
(May 2003 to Oct 2007) As a sales & Marketing Executive.

6. Work at own business in bazaza bazaar Ambala cantt.
Deals in all type of cosmetics.(1997 to January 2003)

EDUCATIONAL QUALIFICATION

GRADUATION FROM K.U.K UNIVERSITY.

INTERESTS

- Explore new Strategies
- Listening Music
- Net Surfing
- Travelling to explore new things

ADDITIONAL INFORMATION

- Father's Name : Late Sh. Sudhir Rastogi
- Date of Birth : 29-October-1984
- Marital Status : Married
- Nationality : Indian
- Language Known : English, Hindi & Punjabi

I, hereby declare that all the information provided is true to the best of my knowledge and belief.

Date:-

(Mayank Rastogi)