

# Basavaraju R

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## CAREER SUMMARY

- ❖ A result oriented professional with over 13 years of experience in Retail-Sales.
- ❖ Currently working with SENCO GOLD & DIAMONDS as STORE MANAGER.
- ❖ Effective communicator with excellent planning, organizational and problem solving skills.
- ❖ Possess a focused; improve the sales with excellent relationship management skills.
- ❖ Team leader with the ability to recruit, train and mentor the team members.

### Work Experience

#### **Total Years of Experience 1 years**

Ishish diamond jewellery  
Customer care support

Duration: 2008 to 2009

#### **Total Years of Experience 6 years**

Gili India pvt ltd  
Designation:- Senior executive

Duration: 2009 to 2015 Organization:

#### **Currently working Total Years of Experience 7 years** date

Duration: 2015 to Till

Organization: SENCO GOLD & DIAMONDS

Designation:- STORE MANAGER  
In charge for Gold and Diamond

### JOB RESPONSIBILITIES

- ❖ Responsible for the business performance of the store.
  - ◆ Store Opening /Check list /closing
  - ◆ Training / Coaching /Motivation
  - ◆ Sale Target
  - ◆ Sales Queries/Complaint

- Inventory Management
- Generating Daily and Monthly reports.
- Promotions
- Manpower
- Co-coordinating to H.O
- Can handle any kind of customers all given point of time.



#### **Job Training Undergone**

- Undergone training at Gili India Ltd (Specialized of Customer Handling Skills)
- Undergone SOP training
- Undergone PGI training
- Undergone training of Diamond Manufacturing Process

### **SKILLS**



**Staff-Briefing**



**Stock Reconciliation**



**Team-Work**



**Team Motivation**



**Mailing reports and data on daily basis**



**Billings**



**Customer Handling Accounts, Inventory Management**



**Complaint handling**

### **PERSONAL QUALITIES**



**Good Team-player**



**Good in Team Motivation**

### **KEY RESPONSIBILITIES HANDLED**



**Sales and Retailing.**



**Sales Promotion, Visual Merchandising.**



**Training and Development of Sales Team.**



**Managing a sales team of 5 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 mentoring & training front line Sales Officers.

☞ Stock Reconciliation.

☞ Billings Customer Handling Accounts, Inventory Management.

☞ Complaint handling.

### ACHIEVEMENTS

☞ Achieve the company's goal and mission.

### ACADEMIA

2002: industrial training institute {ITI}

### PERSONAL DETAILS

Date of Birth: 19<sup>TH</sup> July 1986

Languages Known: Kannada, English, Hindi & Tamil

Address:

No:-22,

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layout Arch

5<sup>th</sup> main 7<sup>th</sup>

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