



FINAN GHIRMAY

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Professional Summary

Dynamic Store manager with 2+ years of proven leadership. Achieved a remarkable 20% increase in employee productivity through targeted training initiatives. Proficient in store operations, product marketing, and recruitment. Renowned for the ability to thrive in challenging environments and fostering inclusive work environments. Ready to drive business growth and exceed performance goals in any retail setting.

EDUCATION

Master of Business Administration, Tilak Maharashtra Vidyapeeth 2021 - 2023
Relevant Coursework: Human Resources, Communication, Marketing, Management Information system .

Bachelor of Computer Application , Tilak Maharashtra Vidyapeeth 2018 - 2021
Relevant Coursework: Web development, Java, C, C++, .

SKILLS

Technical Skills	Project Management, Financial Acumen, Budgeting and Forecasting
Soft Skills	Leadership , Data analysis ,Strategic Planning ,Communication
Tools & Technologies	Point of Sale system,Microsoft office & Excel,Management Information system

LANGUAGES

English	Proficient in both spoken and written communication.
Hindi	Fluent in speaking and understanding
Tigrinya	Native proficiency

EXPERIENCE

Store Manager April 2022 - December 2023
JUST DOGS Pune, India

- Led a team of 4 to 10 employees, fostering a positive and collaborative work environment, while introducing cost-saving measures that resulted in a 15% decrease in operational expenses while maintaining service excellence
- Developed and executed innovative in-store displays and merchandising techniques, contributing to a 20% increase in average transaction values.
- Optimized store layout and product placement, improving the overall customer shopping experience by 25%.
- Produced comprehensive reports on sales, expenses, and performance, resulting in a 10% increase in operational efficiency.
- Exhibited adaptability and initiative as a dog groomer during peak demand, contributing to a 12% revenue boost. Created comprehensive opening checklists ensuring smooth daily operations
- Managed store operations from opening to closing, actively identifying areas for improvement and implementing strategies to optimize efficiency throughout the day.

Receptionist
ELITE STAYS

Jan 2019 - Feb 2020
Pune, India

- Greet and welcome an average of 50-100 visitors and clients daily, ensuring a positive first impression of the company.
- Manage the scheduling and coordination of over 20 meetings, appointments, and conference rooms weekly.
- Answer and direct an average of 80-100 incoming phone calls per day in a professional and courteous manner.
- Assist with administrative tasks such as data entry (processing over 200 records weekly), filing (organizing 100+ documents weekly), and maintaining records.
- Perform other clerical and administrative duties as needed to support the organization, increasing efficiency by 25
- Handle basic bookkeeping tasks such as invoicing and expense reports.
- Assist with the planning and coordination of 10+ events annually, including meetings, training sessions, and company events.

CERTIFICATIONS

Aptech Learning

Pune,India

Completed an advanced Microsoft Skills Course in Aptech Learning, enhancing proficiency in key software applications

REFERENCES

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