

Professional Experience Total Experience: 5 Years***ICFAI University (Faculty member) – Present***

- Developing syllabi that clearly outline the course requirements, rationale, goals, and objectives. Submits digital copies of syllabi and course handouts to the Office of Academic Affairs each semester.
- Selecting textbooks and other resources for the class.
- Preparing class sessions and assignments to help students grasp course content and how it integrates with overall student learning outcomes for the course
- Teaching courses in accordance with defined course standards and outcomes
- Creating a learning environment that encourages student involvement and participation.
- Documenting students' attendance, participation, and academic progress by giving and grading assignments, projects, quizzes and/or examinations that lead to a final grade.
- Submitting course grades to the PIU Registrar by the assigned date.
- Accessible to students outside the classroom, providing ample periods of time for counseling and mentoring students in matters related to academic success, life goals, and spiritual development.

LIC of India (Development Officer) July2013– December 2016

- Recruiting agents, train them properly, and help the recruited agents to sell life insurance to maximum number of persons.
- Promoting new products among agents and customers with the help of various marketing and promotional activities
- Identifying new sales leads.
- Maintaining relationships with customers & agents by providing support, information, and guidance; researching and recommending new opportunities and innovations.
- Maintaining quality service by establishing and enforcing organization standards.
- Understand customer needs and fulfill need gaps by suggesting the most optimal solution.
- Giving after sale service to the customers.
- Continuously identifying new prospects.
- Achieving target in given time frame.

Reliance Retail (Store Manager) May2012 – July2013

- Analyze sales reports and set targets for each employee of the category and ensure that the sales targets are achieved.
 - Responsible for inventory management like GRN/GRDC/Dump and Shrink control.
 - Ensuring achievement of profitability goals through planning and controlling expenses, maximizing sales and customer service,
 - reducing shortage and loss prevention, Merchandise planning & sales forecasting
 - Ensuring proper training and coaching for enhancements and acquisition of key knowledge among the team members. On
 - Product knowledge, customer service, Merchandising, Inventory management, Sales Planning to provide the high quality of service to the customers.
 - Ensure 100% FIFO, and promo execution on the sales floor
 - Identify the slow moving/non moving merchandise on the floor and inform to the respective category manager for liquidation and additional promo.
 - Make the sale strategy with the coordination of respective Cluster Manager.
 - On Job Training to Store CSA's.
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Big Bazaar (Internship Project) June 2011 – August 2011

- New Store Launch: Research & Marketing Planning and Execution (Baddi Store).
- Marketing Activities and In store survey for Catchment Analysis,
- Customer Profiling, Marketing Efficacy and Competitive Analysis. (JALANDHAR STORE).

Academics

Y e a r	D e g r e e	Board / University	Percentage
2 0 1 0 - 1 2	M B A M a r k e t i n g	UIAMS Panjab University	6 0 . 1 7 %
2 0 0 6 - 0 9	B S c (N o n - M e d)	H P U	5 1 . 9 5 %
2 0 0 6	1 2 ^{t h}	C B S E	6 2 . 6 0 %

Skill

- Good Knowledge of SAP, Retailix, MS Office
- Effectively Training subordinates.
- Managing store and handling team of 30- 40 members.
- Knowledge of POS and Cash handling
- Achieving Goals
- Adaptability
- Financial Management

Achievements &Extra-curricular Activities

- Got an APPRECIATION LETTER from Big Bazaar for the work done during internship
- Elected as a Representative of Science Department in college during first year of graduation.
- Campus President of students association in college during last year of the graduation.
- Member of NSS in college.
- Captain of Command level winner school Basket Ball Team.

Declaration

I hereby declare that the above mentioned information is true to the best of my knowledge.

Rohin Kumar Attri

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