**\*Resume\***

Vaishali Ramesh Rajput  
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| **Career Summary** |
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-Extra ordinary knowledge of jewelries with Nine years of experience.  
-Excellent knowledge of methods and techniques of sales.  
-Expertise in variety of diamonds, platinum gold, and gemstones.   
-Excellent in repairing fine jewelry merchandise.  
-Ability to perform multiple tasks.

| **Key Skills** |
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-Work in Jewelry store as Sales Associate.  
-Excellent knowledge of jewelry materials and gemstones.  
-Experienced in Jewelry store operations.  
-Ability to understand the requirement and convince the customers.   
-Ability to perform a variety of duties in a timely manner.   
-Ability to work with minimal supervision.

| **Personality Traits** |
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-Excellent communication skill.  
-Sincere and Honest.  
-Understanding and helpful nature.  
-Ability to work in minimum supervision.

| **Professional Experience** |
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\* Company Name- Gili Indai Ltd.  
 Jewelry Sales Associate  
 Oct- 2013 -To Feb - 2015

\* Company Name- Tanishq Jewelley (A Tata Group)  
 Retail Sale Officer   
 April -2015To Present

| **Achievements** |
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* **Achieved 100% sales target in every year and 9 Year Topper in Sale   
  \* Awarded as Best Employee for the year of 2016 /2017 /2018/ 2019/ 2021  
  \* Awarded as Best Chanling for the year of 2017**
* **\* Best Champion & Punctuality Award**
* **\* West 2 Reason Impression 1st Runner Of**
* **\* Wedding Manager Branch**
* **\* Senior RSO Batch**
* **\* VM Incharge All Store**
* **\* Karatmiter Incharge**

| **Academic Qualifications** |
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\* Bsc 3rd year in Appers from BAMU University .  
\* HSC From Nashik University in 2013  
\* Computer Course - Ms-cit & Tally in 2013

-Suggest the customers for selecting desired jewelries.  
-Rectify minor defects on fine jewelries.  
-Maintain merchandising standards and visual standards.   
-Support the trend implementation on all Jewelries.   
-Prepare feedback on procedures and other issues to the Sales Manager.   
-Help customer in selecting the merchandise and clear jewelries.  
-Offer complimentary gifts to the premium customers.   
-Develop clientele by maintaining client profile to send sales notification, thank you mails, and special offers.   
  
Company Name- Tanishq (Tata Product)  
Senior Retails Sale Officer   
April 2015- To Present

| **Personal Details** |
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Date of Birth: 05/12/1994  
Languages known: Hindi, Marathi and English  
Address: Plot No 38 Cidco N -4 Jay Bavani Nagar Aurangabad