



Akshaya Thekkayil

Assistant Manager

An independent and self-motivated graduate with 3+ years of work experience in HR, sales and marketing skills.



akshayat116@gmail.com



9562418464



Calicut, India



linkedin.com/in/akshaya-t-75495b145

SKILLS

Customer Service

Strategic Planning

Communication

Decision Making

Leadership

Business Development

Team & Client Management

LANGUAGES

Malayalam

Native or Bilingual Proficiency

English

Native or Bilingual Proficiency

Hindi

Full Professional Proficiency

INTERESTS

Travel

Reading

Music

WORK EXPERIENCE

Assistant Manager

Reliance Retail Ltd

08/2019 - Present

Calicut, Kerala

Achievements/Tasks

- Effective sales driving with KPIs.
- Effective driving of conversion, ATS, IPCM depends on the store sale.
- Completes store operational requirements by scheduling and assigning employees.
- Following up on work results.
- Maintains store staff by recruiting, selecting, orienting and training employees.
- Maintains store staff job results by coaching, counseling and disciplining employees; planning, monitoring and appraising job results.
- Achieves financial objectives by preparing an annual budget; scheduling expenditures; analyzing variances; initiating corrective actions.

Executive Operations

ORO Homes Builders and Developers Pvt. Ltd.

01/2018 - 07/2019

Calicut, Kerala

Achievements/Tasks

- Developing strategic long-term plans to achieve strategic objectives.
- Creating and managing the organization's fiscal operating and capital budget and expenses.
- Monitoring operational performance of both internal and external service providers.
- Monitoring facility condition and environmental performance and recommending or approving funding levels and spending plans.
- Providing a workplace setting that is conducive to productive work.
- Monitoring occupant satisfaction, performance metrics & construction and renovation projects. Receiving and responding to approvals and notifications.

EDUCATION

MBA - Human Resource Management

Bharathiyar University

06/2019 - 01/2021

BCA

JST Islam IGNOU Community College

08/2012 - 12/2015