



ARJUN RAJAN NAIR

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London,
United Kingdom,
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Cochin , Kerala, India.

SKILLS

- Salesforce
- Operational leadership
- Customer
- Compliance
- Product
- Project management
- Financial analysis
- Customer Relationship Management
- Communication
- Cross-functional communication
- Problem solving
- Ms Office
- Ms powerpoint
- Lead generation
- B2B Sale

LANGUAGE

- English
Full professional proficiency
- Malayalam Native
or Bilingual
- Hindi
Working proficiency

INTEREST

- Travelling
- Writing
- Sports
- Volunteering work



PROFESSIONAL SUMMARY

Strong and decisive Business leader with excellent analytical, organisational, team building and planning skills. Maintains uncompromising focus on high quality standards and bottom-line profit improvement. Effective technical and communication abilities. Excels at turning under-producing individuals into teams that work efficiently and exceed all expectations. Customer service orientated and excellent at performing crisis management and ensuring customer loyalty and increasing bottom line revenues.



WORK EXPERIENCE

- **Wine Factor / Masters, London, United Kingdom** 20/03/2022- Present
Business Development Manager
 - Developed and executed effective E-commerce strategies that resulted in increased website traffic, conversion rates, and revenue
 - Stayed up-to-date with industry trends and best practices, attending relevant conferences and training sessions and sharing knowledge with the team.
 - Assisted with the development of budgets, forecasts, and other financial reports related to E-commerce initiatives
 - Successfully managed B2B & B2C product related sales, achieving revenue targets and fostering lasting client relationships.
- **Costa Coffee, London, United Kingdom** 01/01/2020-28/02/2022
Store Manager
 - Reviewed and monitored scheduling, purchases and other expenses to maintain quarterly budget.
 - Managed store employees successfully in fast-paced environment through proactive communication and positive feedback.
 - Promoted team collaboration, performance and efficiency by fostering healthy environments focused on mutual success.
 - Supervised guests at front counter, answering questions regarding products.
 - Managed inventory control, cash control, and store opening and closing procedures.
 - Interacted well with customers to build connections and nurture relationships.
- **RGIS, London, United Kingdom** 22/06/2019-30/11/2019
Stock Auditor
 - Partnered with auditors to track errors and add contributions to maintain accuracy.
 - Collected and reported monthly expense variances and explanations.
 - Prepared working papers, reports and supporting documentation for audit findings.
 - Conducted technical and analytical reviews of tax returns to check for accuracy and qualified deductions.
 - Compiled general ledger entries on short schedule with 100% accuracy information

EDUCATION

- **BPP UNIVERSITY- HAMMERSMITH, LONDON, UNITED KINGDOM**
Masters of Science – Project Management 2021-2022
- **UNIVERSITY OF WEST OF SCOTLAND, LONDON, UNITED KINGDOM**
Master of Business Administration – International Business 2019-2021
- **MG UNIVERSITY, INDIA, KERALA**
Bachelor of Commerce, Finance and Taxation 2015-2018

The above furnished details are true up to my knowledge and believes. I believe that I'm a good candidate for this position. I hope above details help you learn more about my background, my qualification, and my experience.

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