**Professional Summary**

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| **Girish Nagesh** |
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| * Decisive, action-oriented and results-focused professional having **4.3 years of experience**. With strong analytical skills, an excellent problem-solver, able to quickly grasp complex systems and identify opportunities for improvements and resolution of critical issues.
* Ability to plan, co-ordinate and mentor, within timescales and expectations.
* Strong communication & Leadership management skills, enthusiastic & self-driven, with a high degree of commitment
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**Skills Summary**

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| * Create and maintain content for the Company's internal and external websites
* Coordinate the development and receipt of catalog data, images and product content for publication on the website
* Creating new Sku’s and uploading them on the Website
* Updating the product information on the website
* Involved in Buying and Sourcing process of all Private label products (Ethnic wear,

Western wear, Shoes & Bags).* Product selection, Generate PO, Vendor management.
* Planning and selecting the range of products to sell on different channels (online & Offline) i.e. Myntra, Amazon, Flipkart.
* Monitoring the sales and stock cover against sale.
* Proactively review catalog items for potential issues run and analyze reports to review catalog listings
* Responsible for carrying out catalog management activities, which include adding, changing, deleting, and retiring content
* Cataloguing of all PL products for Myntra, Amazon, Flipkart, (Brand- Vero Couture, Amithi, Amperstyle, and Larissa & Bella).
* Curation and Pinning of Best Selling Products.
* Sales Analysis (Analyse top selling and bottom selling products week-wise).
* Consult with content manager and web designers on the design and creation of interactive content.
* Edit and proofread copy received from content contributors.
* Contribute to the design and structure of the company's website focusing on ways the appropriate content can be administered to achieve company goals
* Perform regular reviews of the company's websites to ensure content accuracy, timeliness and relevance. Archive and backup content as needed.
* Coordinate timely responses to inquiries.
* Ability to manage multiple priorities in a time-sensitive work environment.
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**Educational Qualification**

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### Perusing Master of [Business Administration](http://www.gitam.edu/admissions/management/research-programs) in GITAM University

Dept.: System Management (Correspondence), Bengaluru.

**Bachelor of Computer Application (BCA)**

Dept.: Computer Science Bangalore University, Bengaluru.

**Work Experience**

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| **Intrepid Online Retail Pvt Ltd (Styletag.com)** |
|  | **June 2016 – On Going** |

* **Designation** : Senior Executive Cataloging
* **Role** : Uploading products to website

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| **Royal Diiamond Technologies** |
|  | **December 2014 – April 2016** |

* **Designation** : Senior Associate
* **Role** : Uploading products to website

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| **First American India Pvt Ltd** |
|  | **June 2013 – November 2014** |

* **Designation** : QA Analyst
* **Role** : QC on Mortgage Documents

**Technical Proficiency**

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**Operating System** **:** Windows XP/Windows 8

**Languages** **:** Ms Excel,Basic SQL

**Key Project Details**

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| **1. Online/Offline System E-commerce Website** |
| **Organization** | **:** | Intrepid Online Retail Pvt Ltd |
| **Client** | **:** | Styletag.com |
| **Project Duration** | **:** | June 2016 – July 2017 |
| **Project Details** | **:** | The heart of the Intrepid Online Retail Pvt Ltd (styletag.com) is delivering the products online and off-line to the customers who visits and orders in the styletag.com via mobile and Desktop. Styletag has various products in all the website. Like Ethnic wear, Western wear, Bags, Home Decor, Shoes, Bags, Jewellery, Accessories, Designer wear.Uploading images in the website and maintaining the website as per the client specification and tracking of the order placed by the customer and returns by the customer. |
| **Team Size** | **:** | 4 |
| **Role** | **:** | Product Uploading |
| **Role Description** | **:** | * Understand the requirement and come up with multiple approaches.
* Come up with initial High level estimates and backlog items for project and take sign off from Vendors.
* Verifying the content of the product in the website.
* Owned and developed majority of the Macro Application features to the process
* Task breakdown in terms of Sprint deliverables and milestones.
* Product Reviews
* Mentored the new joiners and Over viewed their work
* Successfully managed the team (Cataloging) in giving the stable website.
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| **Technology/Tools**  | **:** | Windows, Storm watch, Amazon web services, S3 Bucket, Google Refine, vinculum, Google Analytics, |
| **2. Online/Offline E-commerce Website**  |
| **Organization** | **:** | Royal Diiamond Technologies |
| **Client** | **:** | Nordstrom |
| **Project Duration** | **:** | December 2014 – April 2016 |
| **Project Details** | **:** | This is an American leading fashion specialty retailer offering compelling clothing, shoes and accessories for men, women and children in USA and New York. This product website is Expert in Designer Collections and Beauty Products, which will be used by those companies for the promotion of their new/existing products through Online.Uploading images in the website and maintaining the website as per the client specification and tracking of the order placed by the customer and returns by the customer |
| **Team Size** | **:** | 4 |
| **Role** | **:** | Product Uploading And Content verifying in website |
| **Role Description** | **:** | * Understand the requirement and come up with multiple approaches.
* Provides unique banner descriptions to the sales going live on site.
* Formats a sale sheet corrects the errors in sale sheet for upload using google Refine
* Release management – smoke testing, tagging/branching, wiki documentation.
* Mentored the new joiners and over viewed their work.
* Release management – Smoke testing, tagging/branching, Release notes, WIKI documentation
* Given Demo/Prepared Demo recordings of how product in website will appear in website to client. Status reporting and preparation of reports on daily basis.
* Analyzing Solution for the Document on different types of issues faced while uploading.
* Monitoring the root cause for the error happened.
* Cause for the error happened
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| **Technology/Tools**  | **:** | Windows, Amazon web services, Google Refine, Agora Pulse, and Google Analytics. |
| **3. First American India Pvt Ltd** |
| **Organization** | **:** | First American India Pvt Ltd |
| **Client** | **:** | First American India |
| **Project Duration** | **:** | June 2013 to Nov 2014 |
| **Company Details** | **:** | First American Mortgage services is a leading Provider of origination solution and the primary source of national title insurance, settlement, and valuation services for residential retail originators. First American has successfully processed over one million mortgages nationwide and has led the development of proprietary technology to innovate the settlement process. First American Mortgage services currently has active relationships with the top ten residential originators  |
| **Project Details** |  | A **Quality Management System** (QMS) is a collection of business processes focused on achieving your **quality** policy and **quality** objectives — i.e. what your customer wants and needs. It is expressed as the organizational structure, policies, procedures, processes and resources needed to implement **quality management**.A System by which an organization aims to reduce and eventually eliminate non-conformance to specifications, standards, and customer expectations in the most cost effective and efficient mannerThe QMS application uses the imported feed data to generate Daily/Monthly reports for monitoring portfolio managers. |
| **Team Size** | **:** | 6 |
| **Role** | **:** | Quality Auditor |
| **Role Description** | **:** | * Creating CRs for any changes in the Production Environment.
* Support and monitoring.
* Status reporting and preparation of reports on daily basis.
* Handling issue raised by the user related to critical errors.
* Creating the Solution Document on different types of issues faced by the associates.
* Monitoring the root cause for the error happened.
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