

Leena Joshi

Store Manager

LJ

Lucknow, India leena.joshi@example.com Fictional sample

01 Professional profile

Store Manager with an illustrative 11-year career focused on store operations, team coaching and retail execution. Core strengths include Store planning, Team scheduling and Sales reviews. Selected examples describe the challenge, contribution and handover materials.

EXPERTISE

Core capabilities

Store planning

Team scheduling

Sales reviews

Inventory coordination

Visual merchandising

Service standards

SELECTED WORK

Store operating rhythm

Store operations board and briefing guide

Team coaching programme

Coaching framework and learning record

LANGUAGES

English - professional working

Hindi - professional working

CAREER CONTEXT

11 years in this illustrative career.

Three appointments.

Full work examples on page 2.

02 Professional experience

Jul 2022 – Present

Store Manager

Asterline Retail Group · Lucknow

Delivered defined workstreams in store operations, team coaching and retail execution, coordinating reviewers and delivery partners.

- Built a shared daily briefing with readiness checks and clear action ownership.
- Introduced observation-led coaching and product-knowledge practice during team meetings.

Jul 2018 – Jun 2022

Store Manager

Northmere Retail Group · Lucknow

Supported progressively more complex work in store operations, team coaching and retail execution, with a defined review process.

- Used store planning and inventory coordination on assigned work; recorded decisions so colleagues could understand the approach.
- Prepared handover materials and incorporated specialist feedback before closing the workstream.

Jul 2015 – Jun 2018

Retail Associate

Cedarfield Retail Group · Lucknow

Built foundations through supported assignments, observation and practical feedback.

- Assisted with team scheduling and visual merchandising, checking work with an experienced reviewer.
- Kept organised work records and developed clear handover habits through supervised practice.

03 Retail & commerce work

A store that works for customers and teams.

WORK EXAMPLE 01 / ILLUSTRATIVE

Store operating rhythm

Context

Floor, stockroom and service teams used separate priorities.

Contribution

Built a shared daily briefing with readiness checks and clear action ownership.

Prepared for handover

Store operations board and briefing guide

WORK EXAMPLE 02 / ILLUSTRATIVE

Team coaching programme

Context

Service feedback was too broad to guide improvement.

Contribution

Introduced observation-led coaching and product-knowledge practice during team meetings.

Prepared for handover

Coaching framework and learning record

04 Education

2013 – 2015

MBA in Retail Operations

Asterbridge Institute of Professional Studies

Specialist study with a practice focus on store planning and team scheduling.

2009 – 2013

Bachelor-level study in the relevant discipline

Cedarhaven College of Applied Studies

Foundation study, practical assignments and supervised learning. Fictional institution and qualification record.

05 Professional development

2024

Store planning - advanced practice workshop

Scenario exercises and peer review in store operations, team coaching and retail execution.

2025

Inventory coordination - reflective practice seminar

Applied learning reviewed through a bounded example and a written reflection.

Continuing learning examples, not licences or independently verified certifications.

06 Practice & evidence notes

Work focus	Evidence status	Contribution scope
Store operations, team coaching and retail execution	Illustrative work descriptions; no source artefacts attached	Owned the stated workstream, not all team outcomes

Every employer and institution in this CV is fictional. The two work examples describe individual contributions; supporting artefacts and externally measured outcomes are not supplied. Replace example information with accurate records and permission-cleared work before using this CV.