CHRISTIAN ADIBITE

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PERSONAL SUMMARY

Dynamic and results-driven professional with 8+ years' success in retail sales, vendor and inventory management, and customer service. Proven expertise in leading teams, optimizing operations, minimizing losses, and driving profitability through strategic sales initiatives.

CORE COMPETENCIES & SKILLS

- Professional demeanor and customer-first attitude.
- Ability to work independently and prioritize tasks efficiently.
- Flexible and adaptable to a fast-paced work environment.
- Excellent Interpersonal and Communication skills in managing internal & external stakeholders
- Coaching & training skills
- Inventory Management skills
- Proficiency in use of Microsoft Word, Excel & ERP software
- Fluent in English, Hausa, and Yoruba Languages

ACADEMIC QUALIFICATIONS QUALIFICATIONS

- B.sc (Ed) 2011 Biology Education, Delta State University Abraka, Delta State, Nigeria
- Diploma in Biology Education, 2007, Delta State University Abraka, Delta State, Nigeria

PROFESSIONAL EXPERIENCE

Jan 2025 – Till Date Mystic Quartz Enterprises, Lagos State, Nigeria

Role: Operations Manager

- Communicate with potential car buyers through calls, messages, and emails.
- Update and maintain tracking reports.
- Prepare reports, documents, and presentations as needed.
- Arrange logistics for delivering sold vehicles to clients.
- Ensure vehicles are properly cleaned and prepared before delivery.
- Maintain accurate records of inventory, sales, client interactions, and vehicle paperwork.
- Manage office supplies and ensure a smooth office environment.
- Help clients coordinate repairs or inspections at approved mechanic shops.
- Communicate updates clearly to clients.

- Handle documentation and processes for vehicle registration, licensing, and title transfer.

May 2021 – June 2024 i-fitness Center Ltd, Lagos State, Nigeria

Role: Branch Operations Manager **(Ikeja GRA)**

- Employed sales strategies to meet monthly branch sales target.
- Lead negotiations with corporate clients on employee membership subscriptions adhering to company metrics.
- Liaised with vendors to quality and timely delivery of healthy foods.
- Maintained cordial relationships with customers and follow up with existing customers for renewal of subscription where required.
- Proactively generated and followed up on customer referrals.
- Provided excellent customer service and regularly communicated with customers to introduce and market new products.
- Maintained and nurtured team spirit amongst staff and ensured proper conduct on the job.
- Maintained accurate record of all sales and operations transactions of the branch.
- Maintained cleanliness of the facility on a day-to-day basis and safeguarded all the company's assets.
- Demonstrated ability to deal peacefully with difficult situations.
- Prepared various reports as at when required.

Aug 2017 – Feb 2021 Miniso Lifestyle Nigeria, Lagos State, Nigeria

Role: Store manager **(Festival Mall, FESTAC)**

- Coordinated with suppliers to ensure fast-selling products are replenished on a timely basis.
- Coordinated with other store locations to transfer products to meet requested quantity for bulk purchases when product is out of stock at the warehouse.
- Informed customers of new products and replenishment of existing fast-selling products
- Received products on ERP system and supervise the loading and unloading of products
- Ensured customer inquiries, product returns and defects are attended to in line with company policy to ensure customer satisfaction
- Employed sales strategies to meet monthly store sales target
- Monitored activities in store to prevent theft and reduce loss
- Supervised periodic stocktaking and inventory analysis for stores across Nigeria
- Proactively developed a strong customer service culture for customer retention
- Regularly communicated with customers to introduce and market new products
- Trained store employees on compliance with visual displays of SKUs and work processes based on company's operations manuals
- Supervised the team in new store set up across Nigeria in line with company's operations manuals
- Submitted daily reports on sales performance

Jul 2016 – Jul 2017 Addide Ltd, Lagos state, Nigeria

Role: Trainee Manager: Loss Control & Prevention **(Fagba)**

- Supervised cashiers at sales point and attended to customers
- Monitored activities during opening hours to prevent theft
- Coordinated the unloading & loading, picking & packing of products and supervision of store casual workers
- Ensured all products are in correct quantity & categories and placement into designated location
- Received requisition, issued, and packaged goods for delivery
- Planned, forecasted, and ordered goods to avoid delays and loss of sales opportunities
- Daily stock count of High-Priced Items for inventory accuracy and reporting
- Monitored and reported daily energy consumption.
- Ensured smooth daily operational activities and good housekeeping of the warehouse
- Other warehousing and inventory management duties as assigned

PERSONAL DETAILS
Gender: Male
Nationality: Nigerian

REFERENCE: Available on request