



HARSHIL KHICHADIA

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Project Management Specialist.

Senior level positions in project management, business development and retail operations with leading organisations preferably in Western India.

PROFESSIONAL PROFILE

- Retail & commercial space interior development professional.
- A competent professional with **20+ years** of total experience in business development, retail operations, project planning & execution, maintenance, retail audit, vendor management, research & development and Procurement.
- **Currently working as Independent Consultant at HK PMC™.**
- Well versed with market trends in the Retail industry; with sound understanding of forthcoming customer initiatives, and new retail formats.
- An enterprising leader with strong analytical, problem solving & organisational abilities.
- Efficiently executed projects across various assignments.
- Acknowledged as an excellent people manager who has fostered teams that delivered results.
- An enterprising leader with strong analytical, problem solving & organisational abilities.

CAREER GRAPH

Since Jan'18 at HK PMC. (Mumbai)

Project Consultant – Design & Build.

Since June'22 to Dec'22 at MyClassroom. (Delhi NCR)

Deputy GM – Projects & Procurements. (Contracts basis)

Marc'15 to Dec'17 at Reliance Brands LTD. (Mumbai)

Manager– Projects.

Nov'13 to March'15 at PROMOD INDIA PVT LTD. (Mumbai)

Asst. Manager– Projects.

Oct'10 to Nov'13 Major Brands (I) Pvt. Ltd., (Mumbai)

Asst. Manager– Projects.

Aug'04 to Oct'10 at Sia Lifestyles Pvt. Ltd., (Mumbai)

Asst. Manager– Projects & Retail Operations

Jan'03–May'04 at Hakoba (Pioneer Embroidery Pvt. Ltd., (Mumbai)

Roll Out Manager - Retail Operations

Jan'02 – Nov'02 at Carrier Aircon India Ltd., (Mumbai)

Supervisor - Sales & Site Inspection



Key Deliverables across the tenure:

Business Development/ Project Planning & Execution

- Assessing business potential, devising, and executing strategies & plans to open a store after survey of the retail market in respective area.
- Exploring different locations, meeting clients to explain proposals and developing franchisee & SIS.
- Responsible for the entire set up of stores viz., the interiors, infrastructure & facilities required; supervising the set-up of the store to protect the brand identity of stores.
- Well versed with market trends in the retail industry; with sound understanding of forthcoming customer initiatives, and new retail formats.
- Looking after execution part of store interiors and ensuring that the work is completed within the scheduled timeframe as per international standards.
- Interacting with Interior architect for store layout, working drawings & materials; ensuring that all the drawings are as per the site measurements & if there is any deviation found, same to be confirmed with architect / international partners
- Updating management by sending monthly and annual status reports of the ongoing project.
- Efficiently executed projects for international & national brands across various assignments of premium & luxury retail. (**GUESS Inc, bebe, Superdry, Steve Madden, MUJI, Juicy Couture, Promod, Mango, Inglot, Queue UP, TBZ, Sia Jewellery, VVS Jewels, Khimji Jewels, 7Eleven, 24Seven, Josh QSR, Copper Chimney Restaurant, RENÉE, Colorbar, Nature's Basket, Siemens, BOSCH, GAGGENAU** etc.)

Legal Compliance

- Ensuring all the legal requirements laid down in LOI & mall agreements are being complied.
- Pursuing mall authorities, Govt. bodies or private service providers for permission for work, requirement of licenses, telephone & internet connection.
- Following-up with the accounts & legal / administration dept. for the documents & fees to be required for permission, licenses, & connection.
- Preparing documents and applying for the following licenses on behalf of Accounts / Legal department like sales tax registrations, cess, profession license, trade license, shop establishment license, neon/glow Sign license, general store NOC / license and public performance license.

Maintenance/ Vendor Management

- Devising a checklist for every store to find out problems at store, finding out local vendors/contractors with the help of store manager for the job to be done.
- Acquiring quotation \ estimates for the job and negotiating for the best rates to be approved from the management, ensuring commencement of work and updating store manager from time to time.
- Interacting with all vendors like Architect, Contractors & Supplier.

Retail Operations/ MIS/ Team Management

- Researching about the new products, technology, concepts, etc; setting up display of products based on new concepts & organisation standards; overseeing the management of the store in accordance with overall company policy.
- Using information technology to record sales figures, analyse data and undertake forward planning.
- Updating management on business performance, new initiatives, and other pertinent issues.
- Touring all the stores and overseeing the merchandise, management, and training of employees.
- Ensuring that adequate staffing levels exist in order to effectively operates the store, and that employees receive the training necessary to perform their job responsibilities independently.
- Mentoring employees so that the company can promote employees from within and develop future leaders, potentially for employment at other locations.

Achievements across the tenure in HKPMC (Harshil Khichadia PMC™):

- Responsible for driving and coordinating the development of multiple international & national level brands across India.
- Setup **Guess Inc** retail stores & SIS across India. here I managed design management, fixture development, project execution for Guess India stores & SIS.
- Setup **bebe Los Angeles** retail stores across India. here I managed design management, fixture development, project execution for bebe India stores & SIS.
- Worked as project management consultant [PMC] Partner for **7-ELEVEN, 24Seven** Convenience store, **Shoppers Stop, Khimji Jewels, TBZ Jewellers** etc.
- Worked as Project Management Consultant Partner with K Hospitality Restaurant chain brands of **JOSHH QSR** and **Copper Chimney Restaurant**
- Developed India's 1st Luxury home appliance experience centre in Mumbai for **GAGGENAU & BOSCH** Premium as GC partner.
- Setup **RENÉE** cosmetics & **COLORBAR** cosmetics retail stores & SIS across India.



- Managed Turkey Projects for **MR.DIY, Clarks** Footwear, The Reading Square, DC corporate office works.
- Developed premium office space, reading library & many retail stores as GC (General Contractor) partner across INDIA.
- Working as Design Adaptation & PMC partner with multiple national & International brands for EBO's & SIS format.
- Developed fresh retail store concept design for national level brands (Three Jewellery brands & one Saree store)
- Worked as DGM (part-time consultant) in **MyClassroom** EdTech start-up company for initial set-up process. Core responsibilities to set-up the SOP's for Projects, Maintenance & Purchase department for future expansions. Hiring the right team and train them for their scope of work & challenges. Consulting on Legal agreement / documents for new property acquisition process and part of core team for investment documentation process for VC funding.

Achievements across the tenure in Reliance Brands Ltd:

- Responsible for driving and coordinating the development of Superdry, Juicy Couture, MUJI, Steve Madden & DIESEL stores pan India.
- Distinction of setting-up 30+ stores of multiple brands and 25+ SIS.
- Setup Superdry flagship store in Bengaluru. Received best store award from Super group UK.
- Developed fixtures locally for many international brands, maintaining international standards to reduce the capex cost.

Achievements across the tenure in PROMOD:

- Distinction of setting-up 08 stores at across India
- Visited two times to Europe and one time to Dubai for training, Market research & retail strategy study by Promod.

Achievements across the tenure in MAJOR BRANDS:

- Distinction of setting-up 35 exclusive stores at across India of different brands (Promod, Mango, Inglot, ALDO, Queue Up & QUP Accessories)

Achievements across the tenure in SIA:

- Distinction of setting-up 21 stores at across India and a corporate office.
- Instrumental in setting up 51 shop In shop in MBO (Pantaloone, Shopper's Stop) & 6 traditional SIS store's at different locations in India.
- Received VMRD-2007 best visual merchandise awards for below 5000 sq.ft. showroom.

EDUCATION

B.Com.

Mumbai University

Diploma in Refrigeration & Air Conditioning

JKTI, Mumbai in 2000

PERSONAL DETAILS

Date of Birth : February 1984

Address : Mumbai. INDIA

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