

Nouman Rasool Sales, Cashier store in-charge



Current address: Villa No. 28 near
Salahudin Metro deira Dubai

Visa Status: visit visa valid till 10th January, 2022

Mobile: 050-1513425,
Email: noomiimalix197@gmail.com

Personal Information:

Father's Name: Abdul Rasool	Nationality: Pakistani
Date of Birth: 05 th February, 1996	
Languages English, Urdu,	Passport No. CF9804371

Objective:

- ◆ Seeking a career-oriented position in a reputed dynamic organization for challenging task to provide my services as Cashier and Warehouse incharge indoor sales support and Management,

Educational Background:

Year	Education	Board/University
2014	Intermediate (pre-Engineering)	Board of Intermediate & Secondary Education Multan
2016- 2020	Bs IT	ISP Multan

Experiences

Company Name: LFC Restaurant Multan.

Designation : Cashier, Accountant. 1 years

Job Responsibilities:

- Receives and issues a receipt for cash, checks and credit card payments, following the procedure set out for accepting payment (e.g., checks verified, etc.)
- Records amount received in the computer and secures monies in the register/drawer.
- Makes change and issues receipts to customers.
- Reviews and records totals as shown on the receipt tape and verifies against cash on hand.
- Refers customers who have additional questions or complaints to the service advisor or other appropriate person.
- Deliver customer service for client satisfaction.

Company Name: KK Mart Multan Pakistan

Designation: Indoor Sales

Job Responsibilities:

- *Ensuring high levels of customer satisfaction through excellent sales service*
- *Maintaining outstanding store condition and visual merchandising standards*
- *Assist with the sales process by maintaining a fully stocked store.*
- *Recommend and display items that match customer needs*
- *Welcome and greet customers*
- *Pick & drop of employees on various shifts.*
- *Assisting customers for delivery of heavy items purchased from Mart.*

Company Name: Hotel Best Multan 14 Month

Designation: Cashier and Reservation supervisor.

- *Processes reservations by mail, telephone, telex, cable, fax or central reservation systems referral.*
- *Processes reservations from the sales office, other hotel departments, and travel agents.*
- *Providing information about rooms and party hall to customers about type of rooms available as well as their location and layout.*
- *Responsible to proceed guest checkout process.*
- *Responsible for payment transactions and providing Receipts .*
- *Responsible to report front office management .*

Key Strength

- *Strong communication skills in Urdu and English.*
- *Able to use basic computer (windows 7,8,10)*
- *Programming and Internet Surfing*

References:

References are just a call away.

