



Nadia Afzal

PROFESSIONAL SUMMARY

Personable and responsible Cashier with Three years of experience in retail and customer service. Solid team player with upbeat, positive attitude and ability to build customer loyalty.

WORK HISTORY

Cashier

04/2018 - Current

Uaeexchange - Dubai, Uae

- Accepted cash, cheque, credit and debit payments accurately and efficiently.
- Recorded information regarding all transactions in computer by using system and [Software](#).
- Educated customers on promotions to enhance sales.
- Helped customers complete purchases, locate items and join reward programs to promote loyalty, satisfaction and sales numbers.
- Consistently met sales goals by highlighting target merchandise with strategic promotional approaches.
- Answered questions about store policies and concerns to support positive customer experiences.
- Processed all transactions efficiently and timely.

Sales Executive

02/2012 - 03/2018

Everyday Trading - Dubai, Uae

- Documented daily work in lead development and successful sales.

Promotional Representative

07/2008 - 05/2010

Burjuman Mall, DCC Mall, Al Gurair Mall - Deira, Dubai

- Resolved customer queries through effective communication and providing a step-by-step solution.
- Executed successful product introductions by coordinating actions with social media, public relations and other internal teams.

EDUCATION

Bachelor Of Arts: Arts, 04/2006

Punjab University - Lahore, Pakistan

Higher Secondary Certificate: Arts, 06/1998

Pakistan Education Academy - Dubai, Dubai

CONTACT

 Hor Al Anz , Dubai, UAE

 0558234818

 nadia.afzalv818@gmail.com

SKILLS

- Cheque cashing
- Currency counting
- Customer advice
- Currency sorting
- Cash handling
- Coin counting
- Customer relations
- Purchase assistance
- Cash drawer management
- Sales techniques
- Order taking
- Written and verbal communication