Robert Smith

Sales Cashier/Supervisor

CONTACT DETAILS

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PERSONAL STATEMENT

To obtain a Customer Service position with a dynamic corporation where can utilize skills and experience to develop, motivate, lead and encourage employee productivity to improve operations.

WORK EXPERIENCE

Sales Cashier/Supervisor

ABC Corporation - January 2015 – July 2016

Responsibilities:

- Related Coursework Marketing Management, Consumer Behavior, Marketing Research Implement up-selling and cross selling strategies to increase customer service.
- Delivered superior service to all customers by establishing a positive support and meeting shopping needs.
- Maintained knowledge of current sales and promotions and policies regarding payment.
- Promoted and advertised sales, discounts, and special promotions to generate revenue and build client loyalty.
- Performed cash reconciliations at the beginning and ending of shift to ensile on accurate balance.
- Reported Balance reports at the ending of shift to determine total amount of assets and compare it to the companys total goal of the day.
- Handled cash drawer and money deposits.

Sales Cashier

Delta Corporation - 2014 – 2015

Responsibilities:

- Waldorf Chevrolet Cadillac, Waldorf, MD.
- Assisted customers with merchandise purchases.
- Ensured maintenance of sufficient funds and merchandise for store sales events.
- Managed department cash balances for each shift and secured area surrounding the cash register.
- Maintain cash register area and ensured it was appropriately stocked with necessary supplies.
- Provided a high standard in making sure customers were satisfied with services provided.
- Properly handled all incoming and outgoing merchandise.

Education

Bachelor in Business Administration - (Lehman College - Bronx, NY)

SKILLS

Microsoft Office, Customer Service, Excel, Sales, Communication, Cashiering.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference – 1 (Company Name)
Reference – 2 (Company Name)

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