

RESUME

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Aurangabad Maharashtra -01

OBJECTIVE CAREER:-

- Enthusiastic cashier with two year of experiences looking for the next challenging opportunity. With a solid track record of accuracy and high level of customer service while providing a fast and effortless checkout process in bussy environments. Quike learner and interested in new systems and technologies that help contain high level of customer satisfaction.

EXPERIENCE:

Account Cum Cashier Head At Raj Cloth Store Near Akashwani Aurangabad. FROM Dec , 2019 TO TILL DATE.

Job Responsibilitie:- As a cashier at Raj Cloth Store, A trendy clothing store, I work on a team of 4 other cashiers to ring up customers. My daily activites include:

- Greeting customers immediately when they walked into the store.
- Working my assigned resister, handling between 50-60 customers during a shift.
- Counting my till before and after the shift to ansure accuracy.
- Utilizing the scanner to ring items up and manually adding discounts or item numbers, when needed.
- Processing cash, check and credit cards payment
- Identfyng Damaged goods and bringing them to the attention of supervisor.
- Building relationships with cutomers through friendly conservation.
- Recommending Raj Cloths Stores recipes of the week.

Cashier Head At Dmart Near Sahanurmia Dargah Aurangabad. From- Jan,2017- Nov,2019.

As a cashier at Dmart, a trendy daily needs store, I worked on a team of 5 other cashiers. My daily responsibilities included:

- Working my assigned register, handling between 30-40 customers during a shift.
- Ringing up items that the customers wanted to purchase.
- Answering questions from customers regarding sales and deals.
- Checking customer's IDs if they were purchasing alcohol or tobacco products
- Assisting the customer with bagging their groceries.
- Handling exchanges and returns.

EDUCATION:-

- **Degree in B.COM :- Pandit Jawaharlal Nehru college Aurangabad with 55.20% (BAMU University)**
- **INTERMEDIATE:- Pandit Jawaharlal Nehru College Aurangabad With 51.54% .(Maharashtra State Board)**
- **HIGHSCHOOL:- Radhakrishna Highschool Aurangabad With 60.20% (Maharashtra State Board)**

SOFTWARE SKILLS:-

- | | |
|--------------------------|---------------------------------|
| ➤ MS-EXCEL:- | BASIC Formating, Charting |
| ➤ MS-POWERPOINT:- | Presentation Slides Preparation |
| ➤ MS-OFFICE:- | BASICS |
| ➤ MS-CIT:- | MKCL Course completed |
| ➤ Tally:- | ERP 9.00 |

❖ HOBBIE:-

- Reading books & news paper
- Chess
- Table Tennis

PERSONAL PROFILE:-

Name : Aarti Shrivastav
Date of Birth : 19-07-1998
Father's Name : Mr. Vinod Kumar
Mother's Name : Mrs. Sangita
Sex : Female.
Marital Status : Single.
Languages Known : Hindi, Marathi and English.
Nationality : Indian.
Permanent Address : Banjara Colony Near Santoshi Mata Mandir
Aurangabad Maharashtra 431001

DECLARATION:-

I hereby declare that all the information provided above is true and authentic to my knowledge.

DATE: / /2022

Aarti Shrivastav

