

## **ANGELICA M. DELOS SANTOS**

Al Nahda, Sharjah U.A.E +971-52-478-2589 angelicadelossantos979@yahoo.com.ph

### **PERSONAL DETAILS**

Visa Status: Employment Visa

Nationality: Fiipino

Language: English & Filipino Birthdate: September 7, 1989

## **EDUCATIONAL TAINING**

## **Diploma in Computer Secretarial**

Bulacan Polytechnic College Bulacan Philippines School year: 2004-2008

### **JOB EXPERIENCES**

## Cashier Supervisor | March 2018 - Present

Carrefour Hypermarket Sharjah City Center, Sharjah U.A.E. Majid Al Futtaim Hypermarkets L.L.C.

# Main-Safe Clerk | January 2017 - March 2018

Carrefour Hypermarket Sharjah City Center, Sharjah U.A.E. Majid Al Futtaim Hypermarkets L.L.C.

## Cashier | March 2015 - January 2017

Carrefour Hypermarket Sharjah City Center, Sharjah U.A.E. Majid Al Futtaim Hypermarkets L.L.C.

## Cashier | April 2013 - March 2015

Puregold Supermarket Bulacan, Philippines

### **CARRIER OBJECTIVE**

To show my knowledge and to show my potential to your company according to my abilities.

### **SKILLS**

- Proficient in English Language both oral and written.
- Can handle assigned tasks independently and responsibly.
- Can work under pressure and minimum supervision.
- Strong Knowledge in Microsoft Office
- Supervised and Developed 12 Cashiers with cash handling.
- Maintained record of all registered cash transactions and maintained accuracy.
- Conducted performance managements/observations on cashiers.
- Prepare correct cash loan for each Cashier.
- Files important document neatly physically and electronically.
- Prepare some reports for monitoring purpose.
- Process Sales transactions
- Accept Payments
- Maintain adequate change denominations in the cash drawer.
- Answer customer questions about products or services
- Reconcile cash drawers and sales receipts
- Calculate the cost of products or services