

ADEEL RAFIQ

CASHIER AND SALESMAN

CONTACT

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Kashmir Colony Karachi
Pakistan

EDUCATION

CERTIFICATE

INTERMEDIATE

Mariam Higher Secondary School
2014 - 2016

MATRICULATION

St Augustine High School
2012 - 2014

SKILLS

PROFESSIONAL

Transaction handling

Inventory management

Stock management

Filing and record management

People management

Exceptional Communicator

Customer Relationship

Proficient in MS Excel and word

Cash handling

Masterful Organization

Interpersonal Dexterity

Time Management

Data entry

PROFESSIONAL PROFILE

As a seasoned salesman, I leverage my passion for cultivating enduring client relationships and exceeding sales targets through strategic engagement and effective communication. With a keen eye for opportunities, I bring a proactive approach to negotiation and a commitment to delivering exceptional customer experiences to drive revenue growth. Simultaneously, my experience as a meticulous cashier has honed my attention to detail and strong mathematical skills. I am dedicated to ensuring an efficient and positive checkout process, consistently prioritizing accuracy and customer satisfaction in every transaction.

WORK EXPERIENCE

CASHIER

Imtiaz Supermarket, Pakistan|Feb2020-Oct2023

- Oversee cashiers' activities to handling of transactions including cash, credit card, and other payment methods
- Dealing with customer in queries, resolving issues, and ensuring a positive shopping experience.
- Cash flow accurate regularly maintains the Cashier petty cash for operate cash till inflows and outflows.
- Operate the Point of Sale(POS)system
- Reconcile cash & card payments.

SALESASSISTANT

Inc.Fashion|March2018-Dec2019

- To make shopping enjoyable, assisted clients with product queries, purchases, and concerns.
- Keep products neatly displayed and supplied to fulfill client demand.
- Promoted sales promotions and up sold item increase income.
- Restocked shelves, monitored product levels, and assisted with stock checks to maximize product availability.

PERSONAL INFORMATION

- Nationality :Pakistani
- Age: 26Years
- CnicNo.:42301-6623795-7

INTERESTS

Photography

Painting

Travelling

WORK EXPERIENCE CONTINUED

CASHIER

OutfittersPakistan|June2016-Jan2018

- Greet customers warmly and provide friendly and attentive service throughout their shopping, Handle customer inquiries.
- Properly bag or package purchased items to ensure their safety and prevent damage during transportation.
- Reconcile cash register at the end of each shift, ensuring the accuracy of the total sales and the cash balance.
- inventory management of the stock

SALESPERSON

Jerry's Mini Mart|Feb2015-May2016

- Established and sustained client relationships via efficient communication, understanding requirements, and custom product solutions.
- Proactively sought new business possibilities and up sold current clients to surpass sales objectives.
- Maintained product expertise, kept up with industry changes, and successfully communicated product value to prospective consumers.
- Managed the whole sales process, from prospecting and lead creation to completing transactions and satisfying customers.