# **VISAKH MOHANAN**

## CONTACT

visakhmohanan95@gmail.com

- +971566648920
- Al Ain, Abu Dhabi

#### **PERSONAL DETAILS**

:	12/10/1999
:	Single
:	Indian
:	S3406846
:	Visit Visa
	:

# SKILLS

-Full knowledge of operating cash registers and cashier procedures

- -Ability to process sale and return transactions
- -Proficiency in MS Office software – Excel, Outlook and Word
- -Customer service oriented
- -Flexibility to work in shifts

#### LANGUAGES

English

Arabic

Malayalam

Hindi

# OBJECTIVE

Prompt, efficient, and positive cashier with 3 years' professional experience and strong customer service skills. Friendly and solutionsoriented customer service representative with excellent communication skills and desire to positively represent a retail brand as a prominent member of a front-facing retail team. Hard worker with ability to multitask to complete daily tasks while helping customers.

## **EXPERIENCE**

October 20, 2018 - April 30, 2019	<ul> <li>-Scan good and ensure pricing is accurate.</li> <li>-Collect payments whether cash or credit</li> <li>-Issue receipts, refunds, change or tickets</li> <li>-Redeem stamps and coupons</li> <li>-Cross-sell products and introduce new ones</li> <li>-Resolve customer complaints, guide them and provide relevant information</li> <li>-Bag, box or gift-wrap packages</li> <li>Waiter</li> <li>Lake View Three Star Hotel Kollam, Kerala</li> <li>-Greeting guests and taking drink and food orders</li> <li>-Staying attentive to the needs of guests in the dining area</li> <li>-Delivering food from the kitchen to the guests</li> <li>-Ensuring the food order is made correctly by kitchen staff and looks presentable for guests</li> <li>-Following health code standards with regards t the handling of food</li> <li>-Performing shift duties like delivering racks of cups to the service station, rolling silverware, pre-bussing tables, wiping tables and removing debris and more</li> </ul>
EDUCATION	

2018	Grade A
2015-	<b>Plus Two (Commerce with Political Science and Business Studies)</b>
2017	Directorate of Higher Secondary Education
2014-	Secondary School Leaving Certificate
2015	Kerala Board of Public Examination

