

**SAMANTHA RABSON**

**Address: Bur Dubai, Al zarooni building, Dubai.**

**Phone : +971565731798**

**Email : samantharabson6@gmail.com**

**PERSONAL INFORMATION.**

**Nationality:** Zimbabwean

**Sex:**  Female

**Marital Status:** Married

**Date of birth:** 25/10/2001

**Passport No:** FN254064

**Languages spoken:** English, Shona,

**Visa Status:** Visit Visa {can join immediately}

**PROFILE:**

I am a Customer Service Professional and a Cashier who is reliable, trustworthy, and hardworking. I can work on my own initiative or as part of a team and can deal with cashier duties competently. I have gained excellent communication and negotiating skills and enjoy assisting and taking good care of customers.

 **PERSONAL SKILLS & ATTRIBUTES**

* Strong Leadership and Interpersonal Skills
* Ability to communicate well with superiors, subordinates, and team members.
* Ability to function effectively in a multi-ethic diverse environment.
* High level of presentation skills and Professional communication.
* Cheerful always.
* Able to work under pressure.

**WORK EXPERIENCE :**

Bon Marche’ Borrowdale Harare

Cashier: 2022 Dec – 2023 December

**RESPONSIBILITIES**

* Provides a positive customer experience with fair, friendly, and courteous service.
* Registers sales on a cash register by scanning items, itemizing, and totalling customers’ purchases.
* Resolves customer issues and answers questions.
* Bags purchases if needed.
* Processes return transactions.
* Itemizes and totals purchases by recording prices, departments, taxable and non-taxable items; and operating a cash register.
* Enters price changes by referring to price sheets and special sale bulletins.
* Discounts purchases by redeeming coupons.
* Collects payments by accepting cash, check, or charge payments from customers and makes change for cash customers.
* Verifies credit acceptance by reviewing and recording driver’s license number and operating credit card authorization systems.
* Balances cash drawer by counting cash at beginning and end of work shift.
* Provides pricing information by answering questions.
* Maintains checkout operations by following policies and procedures and reporting needed changes.
* Maintains a safe and clean working environment by complying with procedures, rules, and regulations.
* Contributes to team effort by accomplishing related results as needed.
* Ensure the overall cleanliness and maintenance of the store.
* Guide customers through the payment procedure by taking cash or processing credit cards in exchange for sold items.

 • Maintained the standards of store cleanliness and safety

**WORK EXPERIENCE:**

Shoprite South Africa

Cashier: 2021 September – 2022 September

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* Processes return transactions.
* Itemizes and totals purchases by recording prices, departments, taxable and non-taxable items; and operating a cash register.
* Enters price changes by referring to price sheets and special sale bulletins.
* Discounts purchases by redeeming coupons.
* Collects payments by accepting cash, check, or charge payments from customers and makes change for cash customers.
* Verifies credit acceptance by reviewing and recording driver’s license number and operating credit card authorization systems.

**PERSONAL SKILLS**

* Self-motivated and Innovative team player.

**COMMUNICATION SKILLS**

* MS Word, MS Excel, MS PowerPoint, Outlook, and Various Webmail.
* Language, English both speaking and writing.

**ACADEMIC AND CERTIFICATES**

* High school certificate of attendance.
* Junior certificate
* Certificate For Beauty
* Basic food hygiene