

M A Charuka Hiran

Cleaning Supervisor

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PROFESSIONAL SUMMARY

I have strong mathematical and calculation skills with extensive knowledge of cash handling procedures. I possess strong communication skills both oral and written. I am able to communicate with customers properly. I have good customer service skills to give best services for customers.

- Visa Status : Cancellation Visa
- Date of Birth : 24/01/1997
- Gender : Male
- Nationality : Sri Lankan

WORK HISTORY

AUGUST 2023– JANUARY 2023

SUPERVISOR, TRANSGUARD LLC, UAE

MARCH 2020– APRIL 2023

HEAD CASHIER, KEELLS SUPER HYPERMARKET, SRI LANKA

- Accurately and efficiently process customer transactions using the point-of-sale (POS) system, handling cash, credit/debit cards, and mobile payments.
- Maintain a strong understanding of product prices, promotions, and special offers to assist customers with inquiries.
- Bag items and provide customers with assistance as needed, ensuring items are handled carefully and securely.
- Monitor inventory levels of essential items at the checkout area and restock as necessary.
- Maintain a clean and organized checkout area, including cleaning surfaces, organizing displays, and removing any debris or clutter.

MAY 2018– JANUARY 2020

HEAD CASHIER, SPAR SUPERMARKET, SRI LANKA

OCTOBER 2016– APRIL 2018

ASSISTANT CASHIER, CARGILLS FOODCITY, SRI LANKA

NOVEMBER 2015– AUGUST 2016

ASSISTANT CASHIER, SAMPATH SUPER TRADING PVT.LTD, SRI LANKA

EDUCATION

- SEPTEMBER 2021, BSC (HONES) BUSINESS ADMINISTRATION, SOLENT UNIVERSITY, UK
- SEPTEMBER 2020, HND BUSINESS MANAGEMENT, BRITISH CENTRE OF APPLIED STUDIES, UK
- AUGUST 2014, WADDUWA CENTRAL COLLAGE, GCE GENARAL INFORMATION TECHNOLOGY, SRI LANKA
- OCTOMBER 2019, AUTO CAD 2D & 3D DESIGN, OPEN UNIVERSITY, SRI LANKA
- AUGUST 2015, WADDUWA CENTRAL COLLAGE, GCE ADVANCE LEVEL, SRI LANKA
- DECEMBER 2012, WADDUWA CENTRAL COLLAGE, GCE ORDINARY LEVEL, SRI LANKA

SOFTWARE

- Global POS Cashier software
- Supervision supermarket cashiering software
- MS word, PowerPoint, Excel
- MS Teams, So-Ho, Outlook, Office 365

SKILLS

- Good at counting, adding, subtracting, dividing, and multiplying to carry out the job well.
- Punctuality.
- Ability to work under pressure.
- Interpersonal communication.
- Efficiency
- Knowledge of the products.

LANGUAGES

- English
- Hindi
- Sinhala

REFEREES UPON REQUEST