



Chin Chin

Cashier

Contact

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☎ 0524890331

📍 Dubai, UAE

Education

- Bachelor of Computer (Science)

University of Computer Studies
(Mandalay, Myanmar)

- Diploma in English
Mandalay University of Foreign
Language (Mandalay, Myanmar)

Certificate

- Pearson LCCI Level 2
✓ Certificate in Bookkeeping
Accounting (VRQ)

uab Bank Training Centre

- ✓ Certificate in General Banking
Training

- ✓ Certificate in Branch Management
Practices and General Banking –
Theory and Practices Module

Language

- English
- Myanmar (Native)

About Me

Detail-oriented and customer-focused cashier with 2 years of experience in financial transactions, customer service, and maintaining accurate records. Proven ability to handle large volumes of transactions efficiently and with a high level of accuracy.

Work Experience

Bank Admin

April 2022-May 2024

UAB Bank Co.ltd; (Myanmar)

- Manage daily administrative tasks including scheduling, correspondence, and record-keeping.
- Assist in the preparation of financial reports and documents.
- Handle customer inquiries and provide exceptional service.
- Maintain and update banking databases and filing systems.
- Coordinate meetings and events, preparing necessary materials and documentation.

Customer Service

Jul 2019- Mar 2022

UAB Bank Co.ltd; (Myanmar)

- Handled a high volume of customer calls, emails, and in-person inquiries.
- Resolved customer complaints and issues with professionalism and efficiency.
- Processed customer transactions, including deposits, withdrawals, and payments.

Cashier

May 2017-June 2019

City Mart Myanmar

- Processed cash, credit, and debit transactions accurately and efficiently.
- Provided excellent customer service by greeting customers, answering questions, and resolving complaints.
- Maintained a clean and organized checkout area.
- Assisted with stocking shelves and inventory management.
- Ensured compliance with store policies and procedures.
- Managed cash transactions and handled customer payments.

Skills

- Interpersonal Skill
- Technology Skill
- Communication Skill
- Customer Service & Support
- Ability to work under pressure
- Sales & Customer Relationship
- Proficient using in computer skills