

# ATHIRA SATHEESH

Cashier



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📅 3rd September 1997

🚩 Indian

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🚗 Visa Type - Visit

🏠 U5188273

## SKILLS

Communication

Attention to Detail

Basic Math Knowledge

Point of Sales

Conflict Resolution

Cash Handling

Positive Attitude

Interpersonal Skills

## LANGUAGES

English ● ● ● ● ●

Malayalam ● ● ● ● ●

## PROFILE

Dedicated and customer-focused cashier with two years of experience in retail settings. Proven ability to handle transactions accurately and efficiently while providing excellent customer service. Seeking to leverage my skills and experience to contribute to a reputed Company.

## PROFESSIONAL EXPERIENCE

### Sulabha Hypermarket, Cashier

January 2023 – March 2024 | Kerala, India

- Processed transactions accurately and efficiently using cash registers and point-of-sale systems.
- Handled cash, credit, and debit card payments with precision.
- Provided friendly and attentive customer service, addressing inquiries and resolving issues promptly.
- Maintained cleanliness and organization of the cashier area.
- Balanced cash registers at the end of shifts to ensure accurate accounting.
- Collaborated with team members to optimize workflow and enhance customer experience.
- Greeted customers and provided friendly and attentive service.
- Operated cash register and processed payments accurately.
- Resolved customer complaints and issues in a professional manner.
- Collaborated with team members to ensure smooth operation of the store.

### Oil Palm India limited, Bcom Trainee

January 2022 – December 2022 | Kerala, India

- Knowledge of accounting related concepts.
- Maintaining input and output register.
- Knowledge in account payable and receivable.
- Preparation of voucher and cheques.
- Knowledge in tally ERP 9 and MS excel.
- Ability to prepare journals and vouchers
- Compiling analysing and reporting financial data.
- Creating periodic reports such as balance sheets, profit and loss statements etc.

### Reliance Smart Superstore, Cashier

January 2020 – March 2021 | Kerala, India

- Demonstrated strong communication skills, ensuring customer interaction.
- Utilized basic pc knowledge, operated electronic equipment proficiently.
- Welcomed, Thanked customers, ensuring a positive shopping experience.
- Processed customer transactions accurately and efficiently using POS system.
- Handled cash, credit, and debit card transactions with precision.
- Maintained a clean and organized workspace to enhance customer experience.
- Assisted with inventory management and restocking shelves as needed.

## EDUCATION

### Bcom Computer Application, MG University

2018

### Diploma in sales tax practice

2019