

HAZEL OCANG CAINDOC

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Dubai, UAE

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**JOB OBJECTIVE**

To secure any position that would bring out the best of my potentials, performing multiple and challenging work to optimize professional and personal growth.

SUMMARY

Experienced cashier with excellent customer service skills. Extremely efficient, dependable and reliable. Provides a positive customer experience with friendly and courteous service.

WORK EXPERIENCED**CASHIER**

Robinsons Supermarket

G/F Ormoc Centrum, 806 Aviles St.

July 18, 2023 – January 30, 2025

- Collects payment and makes change for customers who pay cash
- Follows store policy and procedure
- Counts cash at the beginning and end of the shift
- Answers customer questions and resolve customer service issues

CUSTOMER SERVICE REPRESENTATIVE

Mancao E-Connect Business Solutions

Anica Bldg., Rizal St. Ormoc City

March 7, 2022 – April 14, 2023

- Processes customer refunds, shipments and adjustments
- Upsells customers with information about other products and services when appropriate
- Ability to multitask and provide effective solutions

EDUCATIONAL BACKGROUND

Tesda Contact Center Services NCII

PERSONAL BACKGROUND

- Date of Birth: July 20, 2003
- Place of Birth: Ormoc City, Leyte
- Age: 21 years old
- Sex: Female
- Civil Status: Single
- Height: 5'1 ft.
- Weight: 45kg.
- Religion: Roman Catholic