

JULIET BOAMAH



CONTACT



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PERSONAL DETAILS

Nationality : Ghanaian

Gender : Female

SKILLS

- Knowledge of various customer services relation procedures.
- Ability to follow all sanitation and cleanliness procedures in production.
- Communication skills in both verbal and writing.
- Ability to work with a team
- Adaptability of new work environment
- Decision making and problem solving.

LANGUAGES

English

JOB POSITION

Cashier

OBJECTIVE

Seeking for a position as a Cashier with a fast paced growing company where my exceptional knowledge of cashier and customer services Attendant will be fully utilized.

EDUCATION

Appiah menkah University of Skills Training and entrepreneurial Development

2022

Bsc accounting education

Osei Kwerekwie senior high school

2015

High school Certificate

EXPERIENCE

West hills mall

2019 - 2022

Cashier

- Handle cash, credit, or check transactions with customers
- Scan goods and collect payments
- Ensure pricing is correct
- Issue change, receipts, refunds, or tickets
- Redeem stamps and coupons
- Count money in cash drawers at the beginning and end of shifts to ensure that amounts are correct and that there is adequate change
- Make sales referrals, cross-sell products, and introduce new ones
- Resolve customer complaints, guide them, and provide relevant information
- Bag items carefully
- Greet customers when entering or leaving establishment
- Maintain clean and tidy checkout areas
- Keep reports of transactions
- Process returns and check to see if items are damaged
- Answer customers' questions and get a manager if answer doesn't solve the issue
- Bag, box, or wrap packages
- Provide excellent customer service to ensure satisfaction.

Centro LLC

2022 - 2023

Retail store Attendant

- Receiving, unpacking and arranging new shipments from suppliers and vendors
- Arranging and labelling goods in the display shelves
- Assisting customers in finding the products they're looking for
- Processing customer payments at the checkout point/till
- Addressing customer complaints and inquiries
- Providing shopping advice and recommendations to customers
- Cleaning and rearranging the store after hours
- Performing periodic price audits to resolve price discrepancies
- Collaborating with other team members to keep the sales floor area clean and organised at all times