



JEAN Z. MILLENA

ABOUT ME

To obtain full-time employment in a role that utilizes my knowledge while fastering career growth, enhancing my skills and contributing to the success of the organization.

EDUCATION

Bachelor of Business Management

North Davao Colleges
2012 - 2013

SKILLS

Sales Strategies

Negotiation Skills

Problem Solving Time

Management Skills

Team Collaboration

LANGUAGE

- English
- Tagalog

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 Al Karama, Dubai

EXPERIENCE

- **Cashier** 2023 - 2025
Gift Village Discount LLC
 - Process sales transactions.
 - Calculate the cost of products or services
 - . Accept payments.
 - Maintain adequate change denominations in the cash drawer and request additional change.
- **Cashier** 2022 - 2023
Day to Day Burjuman
 - Answer customer questions about products or services.
 - Reconcile cash drawers and sales receipts.
 - Maintain clean and tidy checkout area.
 - Scan and bag items accurately and efficiently.
- **Waitress** 2018 - 2021
Den's Cafe Restaurant
 - Greet Customers.
 - Present menu, answer questions, and make menu recommendations.
 - Serve customers in an accommodating manner.
 - Serve food and beverages to any table as needed.
 - Process payments of food and drink orders with the cash register.
- **Sales Lady** 2016- 2017
Gaisano Mall of Panabo
 - Greet customers.
 - Help costumers find items in the store.
 - Provide costumers with information about items.
 - Provides outstanding customer service
 - . Directs costumers by escorting them to racks and counters
 - . Assists with inventory, including receiving and stocking merchandise.