

MA. TERESA U.TAGUIAM

Customer Service/Cashier

+639672659828

<https://www.wps.com/wtm/>

usimate374@gmail.com

Tuao



EXPERIENCE

Customer Service/Cashier

Super Bonanza Hypermarket

03/2018 - 01/2021 Sharjah, UAE

- Greet customers warmly
- Resolve customer complaints
- Go to the extra mile to engage to engage customer
- Handles every employees personal concerns or problems and refers them to the head office
- Inventory, Bookkeeping, and other administrative job
- Receive payment by cash, credit cards, vouchers
- Issue receipts, refunds, credits or change due to the customer
- Assist in selling products

Cashier

Nesto Hyper Market

01/2016 - 01/2018 Ajman, UAE

- Greet customers when entering and leaving the store
- Operating the cash register and handling cash, card transaction w/ customer
- Maintain clean and tidy check out areas
- Keep reports of transaction

Police Aide

Philippine National Police

01/2015 - 01/2016 Quezon City, Philippines

- Types and files police forms, attendance, records and schedules
- Bookkeeping and other administrative job

Title

Courts Megastore Malaysia

07/2014 - 02/2015 Sri Damansara, Malaysia

- Greeting the customers
- Maintain the floor area clean
- Provide customer with product information they need
- Demonstrate working product when required
- Explain product features and warranty agreement
- Check price tags

Sales Staf

CD-R King Gen. Merchandise

09/2011 - 06/2014 Quezon City, Philippines

Salesclerk

Albert Araneta Enterprises Inc

03/2011 - 08/2011 Quezon City, Philippines

SUMMARY

Adress: Alabiao, Tuao, Cagayan Mobile No.09672659828 Email add: usimate374@gmail.com Date of Birth: October 10,1989 Place of Birth: Alabiao, Tuao, Cagayan PS Office To secure a cooperative education that will challenge and strengthen my professional skills and at the same time to enhance them as i grow professionally in the career i have choosen. W

SKILLS

Bookkeeping

Cashier

los

Windows

FIND ME ONLINE



usimate374@gmail.com

<https://www.wps.com/wtm/>



Social Network

<https://www.wps.com/wtm/>

EDUCATION

Bachelor of Science in Information Technology

Cagayan State University

📅 01/2006 - 01/2010 📍 Carig

- Tuguegarao City, Cagayan
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Degree and Field of Study

Itawes, National, Agricultural and Technical School

📅 01/2002 - 01/2006 📍 Alabug, Tuao, Cagayan

- Secondary Education
 - Itawes, National, Agricultural and Technical School
 - Alabug, Tuao, Cagayan
-

Degree and Field of Study

Alabiao Elementary School

📅 01/1996 - 01/2002 📍 Alabiao, Tuao Cagayan

- Elementary Education
- Alabiao Elementary School
- Alabiao, Tuao Cagayan