



MARIA ROSELLE M. WENCESLAO

CASHIER / RETAIL ASSOCIATE

Experienced cashier and retail associate with over 12 years of customer service expertise. Skilled in cash handling, efficient operation of cash registers, and providing exceptional service. Strong communication and interpersonal skills. Seeking to contribute in a dynamic retail environment.

CONTACT

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Dubai, United Arab Emirates

Visa Status: Visit Visa

EDUCATION

MALOLOS MARINE FISHERY & LABORATORY, BULACAN PHILIPPINES

- High school diploma

SKILLS

- Cash handling
- Customer service
- Communication
- Attention to detail
- Problem-solving

LANGUAGES

- English
- Tagalog

REFERENCE

Available upon request.

WORK EXPERIENCE

AL SAFEER GROUP OF COMPANIES, UAE

Cashier

FEB 2012 - FEB 2024

- Manage all cash and credit transactions in a fast-paced department store environment.
- Issue receipts, process refunds, credits, and provide change to customers.
- Bag, box, and wrap merchandise to ensure safe handling and presentation.
- Calculate total payments received and reconcile them with total sales for accuracy.
- Process merchandise returns and exchanges, adhering to store policies.
- Balance cash drawer at the end of each shift to ensure accurate accounting.
- Handle customer inquiries and resolve billing problems with a focus on customer satisfaction.
- Interact effectively with a diverse customer population, providing exceptional service.

MARVEE FOOD PRODUCTS, PHILIPPINES

Sales Assistant

JAN 2009 - OCT 2011

- Greet and accommodate customers upon arrival at the showroom.
- Place, arrange, and display products in an appealing manner to attract customers.
- Process sales transactions accurately and maintain records of all transactions.
- Wrap merchandise neatly and securely for customers.
- Maintain cleanliness and organization of shelves, counters, and tables.

MACAU SCHOOL DISTRICT, MACAU, CHINA

Office Assistant

MAR 2005 - NOV 2008

- Provide support to office staff and run errands as needed.
- Operate office equipment, including copiers and fax machines.
- Deliver interoffice memos and mail promptly and accurately.

BULACAN DAYCARE CENTER, PHILIPPINES

Preschool Assistant

MAY 2002 - FEB 2005

- Provide support to office staff and run errands as needed.
- Supervise children aged 4-6 throughout the day.
- Encourage children to participate in indoor and outdoor sports activities.
- Assiste in organizing the annual event at the playgroup.