



Sun mala Tamang

Casher & Receptionist

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United Arab Emirates, Dubai

Professional summary

With over 4 years of experience as a Cashier and Receptionist, I have developed a strong understanding of customer service and administrative tasks. My biggest achievements include streamlining the check-out process at my previous job, resulting in a 20% increase in customer satisfaction. My best qualities include excellent communication skills, attention to detail, and the ability to multitask in a fast-paced environment. I am also proficient in handling cash transactions and maintaining accurate records. With my friendly demeanor and strong work ethic, I am confident in my ability to provide exceptional service to both customers and colleagues.

Experience

Receptionist Cashier

January 2020 - May 2022

Samara Garden & Resort, Nepal, Nepal, Kathmandu

As a Receptionist Cashier at Samara Garden & Resort in Nepal, I was responsible for providing exceptional customer service to guests and handling all financial transactions. With a strong attention to detail and excellent communication skills, I ensured that guests had a pleasant and seamless experience during their stay. Additionally, I maintained a professional and organized front desk area, managing multiple tasks efficiently.

- Managed financial transactions
- Provided excellent customer service
- Maintained professional front desk area
- Multitasked efficiently

Casher

August 2022 - May 2024

Lama Department Store, Kathmandu, Nepal, Kathmandu

During my time as a Cashier at Lama Department Store in Kathmandu, Nepal, I gained valuable experience in customer service and cash handling. I was responsible for processing transactions accurately and efficiently, maintaining the cleanliness and organization of my register area, and providing excellent customer service to ensure a positive shopping experience for customers.

- Processed transactions accurately and efficiently.
- Maintained clean and organized register area.

Skills

Customer Service

Expert

Telephone Skills

Expert

Multi-tasking

Expert

Cash Handling

Expert

Problem Solving/Decision Making

Expert

Time Management

Expert

Organizational Skills

Expert

Languages

- English
- Hindi
- Nepal

Personal info

- Date of birth: 7 July 2003
- Place of birth: Sindhupalchok
- Nationality: Nepal

- Provided excellent customer service.
- Ensured positive shopping experience for customers.

Casher

September 2024 - Now

Golden door Restaurant, United Arab Emirates, Deira, Dubai

I had the opportunity to work as a Cashier at Golden door Restaurant in the United Arab Emirates. During my time at the company, I was responsible for handling cash transactions, providing excellent customer service, and maintaining a clean and organized work environment. I gained valuable experience in managing high volumes of cash and interacting with customers from diverse backgrounds.

- Processed cash transactions accurately
- Provided friendly and efficient customer service
- Maintained a clean and organized work area
- Managed high volumes of cash with precision

Education

2018 - 2022

Bachelor of journalism of Samata Collage, Nepal, Kathmandu