

MYLENE D. CARBONELL



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-  Jumeirah Village Circle, Dubai

PERSONAL INFO

- Date of Birth: May 4, 1980
- Place of Birth: Cagayan Valley, PH
- Passport No. : P1725487A
- Marital Status: Married
- Language: English, Tagalog, Itawes

SKILLS

- Analytical and Problem-solving skills
- Good interpersonal skills
- Well-experienced in POS
- Customer Service Skills
- Merchandising Skills
- Well - organized and detailed oriented
- MS Office & Computer Literate
- Multi - Tasking

EDUCATION

COMPUTER SECRETARIAL

University of Northern Luzon
1996 - 1998

TRAININGS

- Customer Service Training
- Essential Food Safety Training

PROFILE

Aspiring to join a progressive organization where I can contribute my skills and knowledge while gaining valuable experience. Committed to advancing my career and developing my full potential, I aim to make meaningful contributions to the success and growth of the company.

EXPERIENCE

CASHIER

Bestbuy Supermarket LLC Dubai - UAE
May 22, 2022 - June 22, 2024

JameJam Supermarket Dubai - UAE
June 2020 - May 2022

Al Karma Center LLC Al Ain - UAE
March 2019 - May 2020

K.M Trading Al Ain - UAE
November 2015 - March 2019

- Resolve customer complaints, provide relevant information
- Manage customer transactions in Cash or Credit.
- Track transactions on balance sheets and report any discrepancies
- Cross sell products and introduce new ones.

SUPERVISOR

The Body Shop - Ortigas (Philippines)
September 2011 - June 2013

- To monitor and achieve budgeted revenue by implementing dealer standard operating procedures.
- Initiate procurement of additional equipment in line with business growth

HEAD CASHIER

The Body Shop - Ortigas (Philippines)
November 2008 - August 2011

- Perform cash pulls, make change orders and deposits in accordance.
- Perform other task as assigned from time to time by store management.

SALE ADVISOR

The Body Shop - Ortigas (Philippines)
December 2008 - October 2008

- Perform register sales transaction accurately in accordance with established cash control procedures and customer service guidelines.
- Approaching customers and offering products.