





# OHN MYA

## *Sales & Cashier*

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 Dubai, Al Satwa

### PERSONAL PROFILE

Nationality : Myanmar  
Date of Birth : 05.10.1997  
Gender : Female  
Marital Status : Single  
Visa Status : Visit Visa  
Languages : Myanmar ,English  
Basic Japanese

### SKILLS

- customer Service
- Positive attitude
- Point of sale system(POS)
- Sale knowledge
- Cash handling
- Team work and fast learner

### EDUCATION

- Bachelor of science (Zoology)  
Taunggyi University Myanmar
- Certificate of Basic Computer  
Microsoft word ,excel and power point
- Certificate of excel for accountant

### EXPERIENCE

#### **D&J UKAY UKAY TRADING L.L.C(DUBAI,UAE)** ***Sales & Cashier(Dec2021 to Mar2024)***

- Multitask as a cashier and sale welcome to customer and presenting update.
- Greet customer when entering or leaving the store.
- Interaction with customers and identifying their needs and preferences.
- Cross-sell products and introduce new ones.
- Issue receipts, refund, changes or tickets.
- Suggesting and up selling about of the clothes , accessories.
- Scanning things and ensure pricing is accurate.
- Maintain clean and section area.
- Closing the bills and report to finance on daily basic.

#### **SATHAPANA MICROFINANCE COMPANY(MYANMAR)** ***Teller & Cashier (Nov 2018 to Dec 2020)***

- Perform customer walk in reception and provide information.
- Greet customers when entering or leaving the office.
- Explain to customers on their repayment schedule and credit discipline other related policies and procedures.
- Input customer information to accounting system to generate customer identification numbers, loan account and saving accountant.
- Manage transaction with customers using cash registers.
- Resolve customer compliant guide them and provide relevant information.
- Daily reconcile cash on hand and cash balance in the systems.