



# Dawa Choden

## Profile

Energetic employee well-versed in strong communication and organisation skills. Seeks solutions to problems and applies extensive analytical knowledge to findings. Adept at multi-tasking, leading group discussions and managing projects. Dynamic seller focused on delivering highest standards customer service. Thinks critically with can-do attitude for successful retail operations.

## Employment History

### Retail sales associate/ Cashier at Viva Supermarket, Dubai

February 2023 — Present

- Balanced cash register.
- Managed transactions with customers using cash registers.
- Scanned goods ensuring accurate pricing.
- Collecting payment whether in cash or card.
- Handled merchandise return and exchange.
- Championed highest level of professionalism and expertise in communication and teamwork.
- Monitored display stock levels, replenishing with consistently well-stocked sales floor.
- Picked and packed online order according to the customer's needs.
- Returned order in POS if customers canceled it.
- Prepared order in time.

### Cashier at Indo Mall

October 2020 — Present

- Completed opening and closing procedures each day.
- Helped meet business needs by working extra shifts.
- Used cash registers and POS systems to request and record customer orders and compute transactions.

## Education

A-Levels: Financial Management and Tallying, Thimphu Institute of Management, Thimphu

Certificate of Education, Nganglam Higher Secondary School

## Details

Dubai Silicon Oasis

Dubai

(0553) 293118

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## Skills

Merchandising

Retail Sales

Visual Merchandising

Communications

Sales

Customer Service

Professionalism

Teamwork

Closing (Sales)

Operations

## Languages

English

Hindi

Nepali