



TANIYA SEWWANDI

CONTACT

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ADDRESS: Dubai, Al Rigga

PERSONAL PROFILE

- Date of Birth - 18th Feb 1999
- Nationality – Sri Lankan
- Religion - Catholic
- Visa Status - Residence

EDUCATION

2005 – 2018

GM/KARUNARATHNA BUDDHIST COLLEGE

- **G.C.E O/L - 2015**
- **G.C.E A/L (Completed the same in Commerce Stream) – 2018**

2019

Association of Accounting Technicians of Sri Lanka

- Semi Qualified

2022

Cambridge English - TKT Module 01 – Band 01 – Language and background to language learning and teaching – Qualified

2023

AIBT - Diploma in Early Childhood Education

PROFILE

Friendly Cashier offering more than 3 ½ Years of Retail Experience. Organized and Enthusiastic with Expertise in accurately processing Payments and maintaining high levels of customer satisfaction in all interactions.

WORK EXPERIENCE

- ❖ Cashier / Customer Service Officer (2019 – 2023)
- ❖ New Voice International (Pvt) Ltd – Customer Service Officer

- Responsible for the daily cash flow and balancing out the same by the end of the day
- Greet Customers and answer any queries they may have
- Ensure relevant machines / instruments are in good condition
- Resolve customer disputes in a professional manner
- Provide information about promotional offers
- Report any malfunction damages or suspicions activates to the manager
- Answering customer inquiries customer questions & ensuring customer satisfaction
- Maintaining open & interactive communication

SKILLS

- Teamwork
- Leadership
- Time Management
- Verbal & Written Communication (English)
- POS System
- Basic Computer Skill