



AHMED OMRAN

CASHIER

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QUALIFICATION

- **Bachelor of Commerce "Accounting"**
Menoufia University
Egypt
2012

COMPUTER SKILLS

- Ability to use **POS Retail system**
- Microsoft office
Word, PowerPoint, Outlook, Excel
- Typing Arabic and English

LANGUAGE SKILLS

- Arabic (mother tongue)
- English (reading - writing - speaking)

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KEY SKILLS

- Friendly and positive attitude
- Excellent customer service
- Excellent communication skills
- Excellent Math skills
- Attention to detail
- Helpful, courteous approach to resolving complaints.
- Ability to communicate well and easily
- Ready to take on major responsibilities
- Able to learn any new work experience required
- Ability to take responsibility for the work

TRAINING COURSES

- **Electronic Accounting**
Peachtree, QuickBooks
2012

PERSONAL INFORMATION

Nationality : Egyptian
Date of Birth : Apr 10th, 1991
Address : Dubai, UAE

SUMMARY

Cashier with experience for more than **12 years**, having all the qualifications that help me complete the tasks, the university experience helped me to develop myself, Searching for a professional environment & take up Challenges where I can Exhibit my skills to Create opportunities for Organizational growth as well as personal development.

WORK EXPERIENCE

POSITION : CASHIER

Organization : Dubai library Distributors - UAE
Duration : 2013 - 2024

Key Responsibilities:

- Handle cash, credit, or check transactions with customers
- Scan goods and collect payments
- Ensure pricing is correct
- Issue change, receipts, refunds, or tickets
- Redeem stamps and coupons
- Count money in cash drawers at the beginning and end of shifts to ensure that amounts are correct and that there is adequate change
- Make sales referrals, cross-sell products, and introduce new ones
- Resolve customer complaints, guide them, and provide relevant information
- Bag items carefully
- Greet customers when entering or leaving establishment
- Maintain clean and tidy checkout areas
- Keep reports of transactions
- Process returns and check to see if items are damaged
- Answer customers' questions and get a manager if answer doesn't solve the issue
- Provide excellent customer service to ensure satisfaction

POSITION : STOREKEEPER

Organization : El Helal & Golden Star For House Holds - Egypt
Duration : 2012 - 2013

Key Responsibilities:

- Replenish supply inventories following established guidelines of the company
- Maintain a neat, clean and safe working environment as per government regulation
- Manage the store layout
- Supervise other staff members and keep a record of sales
- Receive, upload and shelf all supplies
- Perform stock related duties like returning, packing, labelling and pricing goods
- Inspect deliveries for discrepancy or damage
- Report damaged inventories for record-keeping and reimbursement
- Rotate stock and dispose of surplus and expired quantities
- Coordinate and handle freight and movement of equipment
- Keep an organized allocation of inventory placed in warehouse and store
- Cross-verify the monthly report at the end of each month
- Ensure proper completion of documentation to place an order and make a purchase.