

SUDHEESH ANILKUMAR

Cashier

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Location: Sharjah, UAE

Profile Summary

Self-directed and detail-oriented professional with the ability to work on multiple projects by providing solutions to complex problems while maintaining strict confidentiality. Looking for a cashier role where I can leverage my education, technical skills, and problem-solving skills to improve productivity and efficiency.

Experience

Cashier

2022-Present

Periwinkle International School Supplies, Sharjah, UAE

Accomplishments:

- Successfully managed customer inquiries and complaints, leading to improved customer satisfaction ratings.
- Consistently maintained a transaction processing time of under two minutes, enhancing overall customer satisfaction and reducing wait times.
- Successfully resolved 95% of customer complaints at the point of sale, contributing to improved customer retention and satisfaction metrics.
- Boosted sales by identifying opportunities to upsell and cross-sell products or services.
- Built and maintained strong relationships with clients, ensuring repeat business and long-term loyalty.
- Collected and analyzed customer feedback to improve services and processes.
- Reduced office supply expenses by 15% through diligent inventory management and negotiation with suppliers.

Responsibilities:

- Greeting and assisting visitors, clients, and customers in a professional and friendly manner.
- Count money in cash drawers at the beginning and end of shifts to ensure that amounts are correct and that there is adequate change.
- Handling inquiries and directing them to the appropriate departments or personnel.
- Upselling or encouraging customers to buy other products that may complement their needs.
- Ensuring the front office area is organized, clean, and presentable.
- Process returns and check to see if items are damaged
- Creating displays and hanging signs.

Office Assistant cum Cashier 11/2020

06/2020 –

Prasadam Fuels 18th Mile, India

Accomplishments:

- Helped reduce paper use by 30% by transitioning the office to a new, digital system.
- Regularly updated and tracked executive issues and schedules, minimizing scheduling conflicts by 40%.
- Managed the company's multi-line phone system, improving customer service response time by 30% and increasing customer satisfaction ratings.

Responsibilities:

- Received and processed stock using inventory management system.
- Processed invoices and payment runs with complete accuracy.
- Examined samples for conformance with agreed quality criteria.
- Counts the shift opening balance of his/her cash register.
- Closes the cash register under control of the supervisor and handles the opening balance to the next shift.
- Maintain over and short records for each cashier and report evidence of review to Financial Controller.

Academia

BACHELOR OF COMMERCE (B.COM) Co-Operation

2017-2020

Mahatma Gandhi University

Core Competencies

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|--------------------------|-----------------------------------|
| • Organizational Skills. | • Attention to Detail. |
| • Communication skill. | • Customer Service Orientation. |
| • Technical Proficiency. | • Problem-Solving Skills. |
| • Time Management. | • Confidentiality and Discretion. |

Technical Skills

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| • Accounting Software: Tally ERP Prime | • Microsoft Office |
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Personal Dossier

Nationality : Indian
Date Of Birth : 26/04/2000
Language : English, Hindi, Malayalam
Visa Status : Employment Visa

Passport No : V7463265
Date Of Issue : 17/03/2022
Date Of Expiry : 16/03/2032