**Jeevan Thapa**

Pokhara,Nepal • Tel: + (977)9846725813 • Email: [thapajeevan425@gmail.com](mailto:thapajeevan425@gmail.com)

A highly motivated and customer-oriented Cashier with experience in maintaining excellent customer service standards, handling cash register operations, and safeguarding company assets. Possesses excellent verbal and written communication skills, good math skills, and problem-solving skills. Committed to maintaining an upbeat attitude and providing exceptional service to customers.

## **Work Experience**

2019-2024 *Cashier* Nirmalpokhari Bagmara Pundi Small Town Water Supply and Sanitation User’s Committee Pokhara,Nepal

* Manage transactions with Customers using cash registers
* Collect payments whether in cash or credit
* Greet customers when entering or leaving the store
* Track transactions on balance sheets and reports any discrepancies
* Sloving any customer inquiries

**Education**

2016 **Higher Secondary School** Saraswati Tika Higher Secondary School Pokhara, Nepal

**2021** **Tribhuvan University** Saraswati Tika Multiple Campus Pokhara,Nepal

## **Relevant Skills**

## **Computer Skills**: Name: Microsoft office ,Zoom,Social Media

* **Technical**: Cash handeling, time management,sloving any customer problem, greeting customer
* **Professional/Social**:Teamwork,Attention to detail,problem-sloving
* **Languages**:Nativelanguages,English(Good),Hindi(Good)

###### **Professional Certifications**

* 2014 March-31-2014July-4 Computer Diploma(Training) The Gandaki Alphabet&Computer Pokhara,Nepal