



# GERALYN DELA CRUZ ROMERO

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## OBJECTIVE

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges. To be associated in your company that will employ and recognized my skills and abilities and will give opportunities for growth and advancement.

## EXPERIENCE

- **ENOC Retail L.L.C - Dubai UAE**

*November 9, 2021 - Present*

Sales Assistant / Cashier

- Greeting Customer and offering assistance
- Recommending products or merchandise to help customers
- Answering questions and addressing concerns
- Informing customers about sales, promotion and policies
- Demonstrating how products work
- Operate Cash Register, Taking payments for purchases and packaging purchases
- Stocking and restocking merchandise as needed
- Receiving products deliveries
- Updating displays regularly
- Taking inventory and monitoring sales floor

- **ALAVAR'S Groceries - PHILIPPINES**

*March 02, 2015 - April 20, 2019*

Cashier / Checker

- Operate cash register to itemize total customers purchases in grocer, department or other retail stores
- Collect cash, check or charge payment from customer makes change for cash transaction
- Stocks shelves mark price on items
- Count money in cash drawer at beginning and end of work shift
- Greeting Customer and offering assistance

- **KM Retail L.L.C - Dubai UAE**

*August 27, 2011 - August 17, 2012*

Cashier

- Process sales, bag merchandise and collect money
- Close balance cash drawer
- Receive and disburse money in establishment other than financial institutions
- Usually involves use of electronic scanner, cash register or related equipment
- Often involved in processing credit or debit card transaction and validating checks
- Greet and welcome customers with a smile

- **WALTERMART SUPERMARKET PHILIPPINES**

*September 28, 2010 - February 28, 2011*

Cashier

- Record prices department, subtotals taxable items and totals purchase on cash register
- Take payment in exchange of items sold
- Sort and count currency / coins and issue receipts to customers
- Balances cash drawer by counting cash at beginning and end of work shift
- Greet and welcome customers with a smile

## EDUCATION

- **International Electronics and Technical Institute (IETI)**  
*June 2005 - June 2007*  
Information and Communication Technologies (ICT)
- **Dasmasiñas National High School (DNHS)**  
*2001-2004*  
High School Graduate

## SKILLS

- \* Ability to attract customers
- \* Good customer service attitude
- \* Computer literate
- \* Ensured high standards of customer satisfaction and service
- \* Reliable, Hardworking, Organized, Honest and Neat
- \* Ability to work independently or in a Team Environment
- \*Multi-Tasking
- \* Team Player and willing to learn

## LANGUAGES

- English
- Filipino / Tagalog

## PERSONAL DETAILS

- Date of Birth : June 03, 1986
- Marital Status : Single
- Nationality : Filipino
- Religion : Roman Catholic
- Passport : P5323829B
- Gender : Female
- Visa Status : Employment Visa

## DECLARATION

- I do hereby declare that the above particulars of information and facts stated are true and complete to the best of my knowledge and belief.



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