**Curriculum Vitae**



**Marina**

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Marital Status: Single

Nationality: Cameroonian

Visa Type: Tourist

**Career Summary**

A highly resourceful, flexible, innovative, and enthusiastic individual who possesses skills and knowledge on sales procedures and POS systems (specially micros). A quick learner, skillful communicator, with an ability to interact with customers to provide and process information in response to inquiries, concerns and requests about products and services, but also perform under pressure.

**Educational Qualifications**

BA (Hons) Accounting and Financial management2013 – 2014

 University of Sunderland **(UK)**

 HND International Business Management 2011-2013

 St Patrick’s College **(UK)**

**Work Experience**

***CASHIER (2014-2016)***

 **ORCA SUPERMAKET CAMEROON**

* Receiving payments from customers using various mode as cash debit cards
* Responsible for opening and closing cash counter.
* Make the records of cash and all other payment together as well as separately.
* Solving customer’s problem at counter.
* Checking the stock shelves and the availability of price tag at shelves.
* Ensuring that the cash counter is neat and clean
* Ensuring that the price of the product is correct
* Participating in the training
* Coordinating and helping other cashiers also

**Achievements**

* Awarded as “Best cashier” continuously for three months.

**CASHIER AT RESTAURANT ASSOCIATES –LONDON, UK (2013-2014)**

* Responsible for physically checking the restaurant’s front-end activities and maintaining the cash register.
* Responsible for managing customer transactions through POS system
* Maintaining thorough knowledge of the restaurant’s Products
* Solving customers’ problems at counter
* Recording debts on the debt book and ensuring by due dates
* Developed constructive working relationships with others and maintain them over time

**Special Skills**

* Fluent in French and English both verbal and written
* Keen listener
* Attention to details
* Customer service oriented
* Stress tolerance and adaptability
* IT skills: POS systems, Microsoft office (word, excel, power point)etc…

**Hobbies**

Baking, Music, Learning new cultures and Sports (athletics, Karate)

**References**

Available on request.