

**RUTH**

**Email:** **ruth-395079@2freemail.com**

**Dubai – U.A.E**

**OBJECTIVE:**

A well trained and smart lady, seeking a position in reputed organization that will benefit from my initiative and hard work. Am interested in a position where acquired skill will be utilized towards continues growth and advancement.

**WORK EXPERIENCE:**

 Working as a cashier with Marry Brown in Dubai UAE ( Oct 2017 till date)

* Worked as a Class Assistant in a Private School ( 2015 -2016)
* Worked as a Cashier in a Pest Control company i n Dubai UAE ( 2014-2015)
* Worked Sales lady with Golden Penny Group of Companies Nigeria ( 2012 -2014)

**DUTIES & RESPOSIBILITIES:**

* Welcome customers.
* Help customers to locate products.
* Help customers to answer all necessary questions.
* Collect customer’s items and package them.
* Bill customers, collect payment and give receipts
* Make sure customers have an enjoyable time while shopping
* Assist customer in product selections based on their needs.
* Perform cash or credit card transactions for customer purchases.
* Balancing the account at the end of each day and prepares daily transaction report.
* Coordinate with suppliers to maintain requires stocks and delivery requirements.

**SPECIAL SKILLS:**

* Ability to work with minimal supervision
* Discretion and understanding the need for confidentiality
* Keep honest and clean records
* Good manner of approach towards people
* Patient with people of all character
* Ability to work as a team
* Self-motivated, enthusiastic and result oriented
* Physically fit and quick to learn and adapt.

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| **PERSONAL INFORMATION:** |  |
|  Gender | : | Female |
|  Date Of Birth | : | 08-01-1983 |
|  Marital Status | : | Single |
|  Nationality | : | Nigerian |
|  Visa Status | : | Employment Visa |
|  Language | : | English |

**EDUCATION:**

* Bsc (Accounting)

**DECLARATION:**

I certify that the above are true and correct to the best of my knowledge and ability. If given a chance to serve you. I assure you that I will execute my duties for the total satisfaction of my superiors.