



PARUL BHARDWAJ



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Dubai, UAE, Dubai

SKILLS

- Complaint handling
- Store merchandise stocking
- Cash handling policies
- Customer relations
- Cash drawer management
- Cash counting
- Customer greeting

EDUCATION

12/2020

Delhi University | NEW DELHI
Bachelor of Arts

04/2016

Sarvodaya Kanya Vidyalaya | JANKPURI
Certificate of Higher Education

LANGUAGES

Hindi: Native language

English: C2

Master or proficient

Urdu: C2

Master or proficient

Punjabi: C1

Advanced

PROFESSIONAL SUMMARY

Personable and responsible Cashier with 1 years of experience in retail and customer service. Solid team player with upbeat, positive attitude and ability to build customer loyalty.

WORK HISTORY

12/2020 - 01/2022

Vishal Mega Mart | New Delhi, INDIA
Customer Service Representative

- Processed sales, exchange and refund transactions efficiently to reduce customer waiting times.
- Processed cash, cheque, credit and debit payments accurately and efficiently, minimizing till discrepancies.
- Operated cash registers with proficiency during high-volume shopping times, reducing customer queues.
- Performed accurate cash counts at store opening and closing.
- Assisted customers with additional needs in transporting goods to vehicles, elevating client service.
- Regularly restocked, arranged and organised merchandise across front aisles to drive product sales.
- Helped customers to locate specific products by conducting thorough stockroom checks, delivering exceptional service.

PROFILE DETAILS

- **DOB**- 06-June,1998
- **Nationality** - Indian
- **Status** - Single
- **Passport number** - V6116003
- **Visa Type** - Visit Visa Till May 2022