

# NADJIFA TOMA SANAYON

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City/Town	Date of birth	Place of birth	Gender
Dubai	19/04/1995	Philippines	Female

## PROFESSIONAL SUMMARY

Organized Cashier experienced in handling cash, processing payments and cementing patron relationships with excellent interpersonal abilities proven history of careful managing funds to reduce discrepancies Service -

oriented team member with articulate communication skills and friendly demeanor

## BACKGROUND EDUCATION

Western Mindanao State University (ESU-Tungawan)

Bachelor of elementary education (BEED)

## SKILLS

- |                         |                           |
|-------------------------|---------------------------|
| *Customer assistance    | * Refunds and ex changes  |
| *Payment collection     | *Cash register operations |
| *Credit card processing | *Identification Checks    |
| *Liquor Law Compliance  | *Cash Drawer Management   |

## Work Experience

### Cashier Baqer mohebi supermarket in (DUBAI) – Feb/21/2015 to Dec/19/2020

- Reviewed and resolved differences between accounting information and cash drawer.
- Helped customers complete purchases locate items and join reward programs to promote loyalty, satisfaction and sales numbers.
- Processed POS transactions, including checks, cash and credit purchases or refunds.
- Counted cash in register drawer at beginning and end of shift.
- Promoted customer loyalty and consistent sales by delivering friendly service and knowledgeable assistance.

### Sales Merchandiser prince hypermart in (Philippines)- Apr/15/2011 to Nov/12/2013

- Maintained organized, presentable merchandise to drive continuous sales.
- Analyzed and properly processed product returns, assisting customers with finding alternative merchandise to meet needs.
- Worked alongside retail representatives to boost sales by enhancing Product presentations and