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|  |  | **CINDY TWENEBOAH**  **Dependable and hardworking lady with two years’ experience as a waitress at Xian Jun Restaurant. Eager to join. Served both day and night duty for over eleven hours duration and made sure all the customers were served to their satisfaction according to company’s policy.** |
| **Date of Birth**: 05/04/2001  **Nationality**: GHANA  **Gende**r: FEMALE  **Marital status**: SINGLE  **Address**: Al Barsha near MOE  **Visa Status**: Employment visa  **Contact**  +971 525855865  **EMAIL:** cindytweneboah256@gmail.com |  | EDUCATION ***Artic senior high school* General Art 2017 to 2021** **Knowledge of art history****Time management skills****Communication and interpersonal skills**WORK EXPERINCE **WAITRESS Xian Jun Restaurant Dubai International city 2021-2022**   * Greeting guests and taking drink and food orders. * Staying attentive to the needs of guests in the dining area. * Delivering food from the kitchen to the guests. * Ensuring the food order is made correctly by kitchen staff and looks presentable for guests. * Assist in the packaging of delivery orders.   **STORE KEEPER FRANKO TRADING COMPANY 2019-2021**  Maintains adequate levels of inventory stock of all  • Prepares re-order reports with quantities required for inventory stock and forwards to Purchase department for ordering.  • Supervises Physical Inventory Count. Provides proper accounting for year-end stock taking and proper accounting to General Ledger.  • Reviews Delivery records, monitor GRN, file until invoice is received  . • Reconciles invoices with correct GRN, then forwards both to accounts for payments.  • Work closely with Purchase department and vendor for quick delivery and services  **I.T CHURCH MEDIA PHOTOGRAPHER 2018-2019**   * creative mind. * knowledge of photography techniques. * the ability to use a wide range of cameras and lenses. * to keep up to date with changing technology |