



MOHAMED SWABIR

CONTACT

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PROFESSIONAL SUMMARY

Highly motivated and detail-oriented individual seeking a cashier position to contribute strong customer service skills and exceptional cash handling abilities. Dedicated to providing a positive shopping experience for customers while efficiently processing transactions and maintaining accurate records.

CORE QUALIFICATIONS

- Service-focused
- Strong verbal and written communication
- Maintain company policies
- Good analytical and decision-making skills
- Comfortable with numbers and math
- Advanced Tally ERP 9
- Microsoft excel And Word
- Advanced Peachtree/Sage 50
- SAP Business One User
- Teamwork
- Inventory Management
- Typing Skills
- Problem Solving
- Supply Management
- Inventory Control
- Customer relations

EXPERIENCE

ACCOUNTANT CUM CASHIER MASTERCake UAE - ABUDHABI
08/2020 - 09/2022

- Greeted customers upon their entry into the store and helped them with any questions and concerns
- Operated a checkout lane and associated retail equipment, including scale, barcode scanner, belt, and cash register
- Performed all checkout procedures quickly and accurately each time, while also promoting the store credit card to customers
- Assisted sales floor staff with stocking shelves, keeping front lanes tidy, and assisting guests when needed.
- Identified and implemented process changes to improve reporting time and quality.

SALES OFFICER QUESS CORP LTD, BAJAJ FINSERV LTD - KERALA, INDIA
06/2019 - 12/2019

- Worked with sales teams to determine best strategies to increase customer interest and purchases.
- Attended meetings with managers to obtain knowledge on products to sell and promotions to push.
- Continuously improved self-performance by analysing customer feedback and monitoring service reviews.

ACCOUNTANT OPPO ELECTRONICS KERALA PVT LTD - KERALA, INDIA
06/2017 - 03/2019

- Excellent communication skill when writing reports or memos or when speaking in front of a group of people during a presentation
- Assisting in the Preparation and filing of VAT REPORTS Quarterly
- Preparation of all types of WEEKLY AND MONTHLY REPORTS
- All types of RECONCILIATIONS (Ledgers and Bank Reconciliation)

EDUCATION

Bachelor of Commerce (B.COM)
UNIVERSITY OF CALICUT - India, 2016

Higher Secondary
Board Of Higher Secondary Examination Kerala, 2012

SSLC
KERALA STATE BOARD, 2010

ADDITIONAL INFORMATION

- DATE OF BIRTH: 27/11/1995
- NATIONALITY: INDIAN(KERALA)