

RAJ KUMAR BOTE

CASHIER / CUSTOMER SERVICE



Dubai, UAE



+971 555066905



rajkumarbote1@gmail.com

Throughout my career, no matter what industry, I have focused on helping customers achieve their goal. I recognized for my customer dealing ability and multi-tasking skills. I have total 6 years of working experience and highly qualified with self-motivating attitude. I am very much eager to join you and be the part of the team to achieve the company goal.

PERSONAL DETAILS

Nationality	Nepali
Marital Status	Single
Passport	10671251
Visa Status	Visit

SKILLS

Adaptability

Computer Literacy

Customer service

Microsoft Excel

CRM/POS Software

Math Skill

Interpersonal Skill

LANGUAGES

English



Hindi



Nepali



WORK EXPERIENCE

A2Z MOBILE STORE
June 2021 – Dec 2022
Nawalparasi.

CASHIER

- Scanning items and ensuring price is accurate.
- Collecting payments via cash or card.
- Issue receipts or change.
- Cross sell products and introduce new one.
- Track transaction on balance sheets and report any discrepancies.
- Managing transactions using cash register.
- Maintain clean and tidy checkout areas.
- Generate all transactions report & closed the day.

Bharti Airtel Retail Store
Dec 2012 – Dec 2016
New Delhi

CUSTOMER RELATIONSHIP OFFICER

- Started working Career as a Customer Relationship Officer, Greetings and welcoming walk-in customers, resolving queries and raise SR according the customer complaints, upselling the company products, keep aware about new plans, schemes and offers etc.

ADDITIONAL EXPERIENCE & ACTIVITY

I have worked part time for a small organization which was the part of an NGO CARITAS NEPAL in 2018 to 2019. As a co-ordinator I helped the staff in making budget, preparing events, making reports, maintaining office equipments and inventory etc.

EDUCATION

- Bachelor Degree from university of Delhi, India. [2017].
- Diploma In Computer Application from F-Tec Institute, Delhi, India. [2012].
- 12th Senior Secondary School from NIOS, Delhi, India. [2012].
- 10th Secondary School from CBSE, Delhi, India. [2009].

Achievements

- Promoted internally in Airtel store as a SIC [second-in-command]
- Certification of completion in SIC training.
- Achievement of being star performer in service, cashiering, sales, back office data entry.