CURRICULUM VITAE CASHIER/SALE/CUSTOMER SERVICE

Name : Nakiya Namata

Gender : Female

Date of Birth : 27/11/1995

Nationality : Ugandan

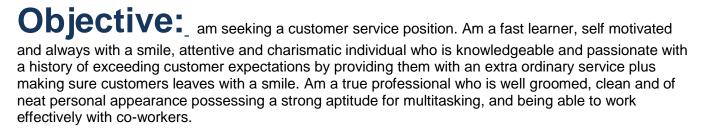
Marital status : single

Telephone : 971568178387

Email : nakianamata5@gmail.com

Visa Status : visit visa

Languages : English and Arabic



Work Experience:

LOOMATO LLC. COMPANY - DUBAI

POSITION HELD: CASHIER/COUNTER SALES/CUSTOMER SERVICE.

Duties and responsibilities:

- Maintaining proper display of products to maximize sales.
- Assist customers with making sales decisions by providing correct product information.
- Giving management advice on fast selling products and advising them on how to promote the non moving products.
- Maintain good customer relationship with frequent customers by calling them by their Names noting their queries and likes.
- Cross selling and up selling so as to increase company's sales and profit.
- Updating myself with latest product information and market trends so as to advise customers accordingly.
- ❖ Update myself about company promotions and promotional displays so as to maximize sales by availing the information to custom.
- * Building teamwork with colleagues to provide maximum support with customers.



MIMITO TECHNOLOGIES UGANDA TELLER/MOBILE MONEY AGENT

DUTIES AND RESPONSIBILITIES:

- Handled customer financial transactions like deposit, withdraw, loan payment, transfer money orders and checking.
- Sending money to customers through mobile banking.
- Maintained and balanced cash drawers and reconciling discrepancies.
- Handled foreign exchange transaction. kept clean, organized work area.
- Answered customers inquires and referred to other bank services.
- Complied with all bank financial security regulations and procedures.
- Counting and balancing all the money in the till.

EDUCATION:

ZANA MIXED HIGH SCHOOL

Uganda advanced certificate of education.

NDEJE UNIVERSTY UGANDA;

DIPLOMA IN SECRETARIAT

PROFESSIONAL SKILLS:

Communication skills.

Cash handling skills.

Available on request.

Teamwork skills

Computer skills.