



# Sajid Alam

## CONTACT

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## EDUCATION

2018 - 2022

**Bachelor of Pharmacy**

Mangalayatan University, India

## LANGUAGES

- English
- Hindi
- Nepali
- Bhojpuri
- Urdu

## HOBBIES

- Traveling
- Reading
- Bike riding

## PROFESSIONAL SUMMARY

7+ as a cashier in departmental store and pharmacy with excellent customer satisfactions.

## EXPERIENCE

### Cashier

2022 - 2024

#### Sabizz Departmental Store, Nepal

At Sabizz Departmental Store, I worked as a cashier for two years, from May 2022 to April 2024. As a cashier, I was responsible for handling transactions and providing excellent customer service to our clients. I also assisted with inventory management and ensured that the cash register was balanced at the end of each shift.

- Efficiently processed transactions.
- Provided exceptional customer service.
- Assisted with inventory management.
- Maintained accurate cash register balance.
- Managed transactions with customers using cash registers.
- Collected payments whether in cash or credit.
- Issued receipts, refunds, change and tickets.
- Kept reports of transactions.
- Answered customers' questions.
- Provided excellent customer service to ensure satisfaction

### Cashier

2014 - 2018

#### Green Medical Hall- Medical Clinic & Pharmacy, Nepal

During my time as a Cashier at Green Medical Hall-Medical Clinic and Pharmacy in Nepal, I gained valuable experience in customer service, cash handling, and inventory management. I was responsible for maintaining accurate records of sales transactions, managing cash flow, and providing exceptional service to customers.

- Managed cash transactions and balanced register daily.
- Assisted customers with product inquiries and purchases.
- Maintained cleanliness and organization of store shelves.
- Tracked inventory levels and restocked products as needed.
- Provided excellent customer service to ensure satisfaction.
- Collaborated with team members to improve store operations.
- Provided excellent customer service to ensure satisfaction.
- Scanned goods and ensure pricing is accurate.

- Badminton

 PERSONAL INFO

- Date of birth: 18 January 1995
- Place of birth: Nepal
- Nationality: Nepalese

Receptionist

2010 - 2012

Rajdhani Logistic, Nepal

As a receptionist at Rajdhani Logistic in Nepal, I was responsible for managing the front desk operations and providing exceptional customer service to clients and visitors. My duties included answering phone calls, scheduling appointments, and maintaining office supplies. With my strong communication skills and attention to detail, I was able to effectively handle multiple tasks and ensure smooth daily operations.

- Managed front desk operations.
- Provided excellent customer service.
- Answered phone calls and scheduled appointments.
- Maintained office supplies and equipment.

★ SKILLS

Communication	★★★★★
Creativity	★★★★★
Teamwork	★★★★★
Problem-solving	★★★★★
Leadership	★★★★★
Adaptability	★★★★★
Openness	★★★★★
MS office, excel and power point	★★★★☆

 VISA STATUS

Visit Visa valid till 13th June 2024