



# AJITH A S

Cashier

+971524153429 @ ajithanilkumar88@gmail.co LinkedIn/Portfolio  
Abu Dhabi

## SUMMARY

Agile and adaptable staff leader with a stellar work history, motivational approach, and upbeat nature. Skilled at training employees and leveraging organized approaches to handle daily planning, scheduling, and customer service requirements. Forward-thinking and industrious mindset prioritizes diplomatic communication to maximize engagement and satisfaction. Proficient Cashier experienced in handling money, restocking merchandise, and assisting customers in locating products. Keeps work areas clean, neat, and professionally arranged. Committed and hardworking with good listening skills and an attentive, detail-oriented nature. Experienced Job Title skilled in processing transactions, assisting customers, and resolving issues. Creative problem-solver known for punctuality and honesty. Solid background in Type environments consistently satisfying customers with exceptional service. Utilizes slow periods efficiently to stay on top of daily chores while actively seeking opportunities to help the team improve service and reduce waste.

## TRAINING / COURSES

**Certificate In Tally And GST**

**Higher Secondary**  
Government of Kerala

**Secondary**  
Central Board of Secondary Education

## SKILLS

Analyzing Data · Balance Sheet ·  
Bookkeeping · Financial Analysis ·  
General Ledger · GST · Tally

## EXPERIENCE

**Cash Service Associate** 07/2022 - 03/2023

**Transguard Group** Location

- Conduct cash transactions with customers
- Provide a receipt to customer paying in person
- Endorse all checks immediately upon receipt with a restrictive University of Iowa endorsement
- Enter transactions into accounts receivable system, cash register or cash receipt journal/log
- Count the cash and submit the cash & supporting documentation to the Cash Collection Point Supervisor at the end of their shift
- Keep a Track of the Opening Balance and Closing Balance for every machine and report to the bank
- Depending on Closing Balance, had to load cash into ATM Machine and send replenishment details to bank
- Every ATM has an ATM ID which provides a transaction history of the ATM Machine through Electronic Journal (EJ) Files
- Verify any excess or short and directly report to the bank
- Properly handle team member cash outs on a shift basis and report any discrepancies
- Maintain accurate financial logs at the unit level

**Junior Accountant** 07/2019 - 05/2022

**Defense Research & Development Organization** Location

- Company Overview: Government agency focused on defense research and development
- Reconciling sub-ledger to general ledger account balances
- Preparing financial statements
- Assessing internal controls, including risk assessments and reviews of risk areas
- Performing monthly balance sheet, income statement and changes in financial position/budget variance analyses
- Assisting in the design and preparation of budgets for review by management
- Maintaining and reconciling fixed assets schedules
- Supervising accounting staff
- Knowledge of quick book accounting

## EDUCATION

**B. Com: FINANCE AND TAXATION** 01/2019 - 01/2019

**University of Kerala** Location

**Diploma in Financial Accounting** 10/2019 - 10/2019

**School or University** Location

- Diploma in Financial Accounting