



GAURAV SHARMA

SALES AND CASHIER

+971 567105597

Guriii3108@gmail.com

Al Wahda, Sharjah - UAE



PERSONAL DETAILS

Date of Birth : 31/08/2002

Nationality : INDIAN

Marital Status: SINGLE

Visa Status : Employment Visa

LANGUAGES

- English
- Nepali
- Hindi
- Punjabi

ACADEMIC DETAILS

+2 (Higher Secondary)

TECH RELATED:

- TALLY
- AUTO-CAD
- ADVANCE EXCEL

PERSONAL SKILLS

- Communication skills
- Customer service skills
- Cash register operations
- Punctual

LIGHT VEHICLE DRIVING LICENSE
IN PROCESS

REFERENCES- On Demand

ABOUT ME

Determined accountant with experience of 3 years maintain records of a company daily transactions and compiling those transaction into financial statements such as the balance sheet and also analyzing data learning about varied accounting activities.

WORK EXPERIENCE

SALES AND CASHIER

PROLIGHT ELECTRICAL LLC – SHARJAH – UAE
ELECTRICAL MANUFACTURING COMPANY- SHARJAH
APR 2023 – TILL DATE

Duties & Responsibilities

- Manage daily cash in cash out receipts with customers/ vendors using the point-of-sales system.
- Assisted customers with sales transactions accurately and efficiently, including cash, check, card and layaway payments.
- Created a world-class experience for customers using top-notch communication skills.
- Completed daily cash and credit sales reports for supervisors and store managers
- Redeem stamps and coupons.
- Cross-sell or upsell products.
- Resolve customer complaints and concerns.
- Ringing up sales
- Bagging items
- Requesting price checks

SALES

KALAYAN JEWELLERS- CHANDIGARH INDIA DEC 2022 – FEB 2023

SALES

SHUDHHI AYURVEDA CHANDIGARH INDIA JAN 2021 – NOV 2022

Declaration

I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the above-mentioned particulars.