

## OBJECTIVE

---

To obtain a challenging position that would utilize my abilities and educational back ground.

## WORK HISTORY

---

- 09/2020 — Current    **Cashier Supervisor**  
**Bakery - AlQatif**
- Created a daily checklist for cashiers to ensure all tasks were completed accurately to meet daily performance targets.
  - Ensured consistent working order of cash registers through effective troubleshooting, promptly addressing technical issues to maintain efficiencies.

## TRAINING

---

- 09 / 2018 - 12/2 018    **Saudi Electricity**  
**Company**
- Receiving reviewers
  - Carrying out office management duties for the employee
  - Save and archive files

## EDUCATION

---

- 12/2018    **Diploma: Office**  
**Management Technical**  
**College - Qatif**  
G.P.A: 4.09
- 01/2019    **Intensive English Language Program**  
**Technical And Vocational Training Corporation**
- 09/2018    **Microsoft Office**  
**Technical And Vocational Training Corporation**

## LANGUAGES

---

- Arabic Native
- English Good

## SKILLS

---

- Customer complaint management
- Accounting inventory
- Cash register balancing
- Checkout staff rostering
- Customer greeting
- Checkout theft procedures
- Order taking
- Product return procedures
- Retail operations expertise
- Transaction auditing