



Manish Kumar Lautre

Cashier

2+ Yrs Exp.

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SUMMARY

Retail Cashiers work at the checkout areas of retail stores and are responsible for handling transactions fast and accurately. A typical sample resume for Retail Cashier describes duties like greeting customers, collecting payments, using scanning devices, answering to customer inquiries, accepting customer returns, and counting the money in the cash drawer. Essential qualifications listed on a Retail Cashier resume include strong numeracy skills, attention to details, customer service orientation, courtesy, and teamwork. Most Cashiers hold a high school diploma or the equivalent

KEY SKILLS

Cash Management



Leadership



Communication skills



Problem Solving



PROFESSIONAL EXPERIENCE

Amway - Kharagpur, IN Sep 2018 - Apr 2021

Cashier

- Expertise in business administration, record keeping, planning, policies, procedures, researching, scheduling, and related responsibilities to ensure productive operations.
- Open and close the registers, assisting in the training of 6 new cashiers, monitoring cash limits and ensuring quality customer service at all times .
- Responsible for solving customer complaints and providing information regarding products.
- Calculate total payments received during a time period, and reconcile this with total sales.

EDUCATION

ITI (Fitter)

NCVT

Mar 2012 - Mar 2015 - Balasore, IN

High Secondary

N.I.O.S

Mar 2009 - Mar 2011 - Kharagpur, IN

Secondary

N.I.O.S

Feb 2007 - Mar 2009 - Kharagpur, IN

CERTIFICATIONS

CITA,DITA

Computer Centre

LANGUAGES

Bengali



Native

English

Native

Hindi

Native

FAVORITE QUOTE

"I like to listen. I have learned a great deal from listening carefully. Most people never listen."

— ERNEST HEMINGWAY

HOBBIES & INTERESTS



Internet Surfing.



Playing Cricket