

# MOHAMED SHOKRY

Teller - Cashier



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mohamedshokrey42@gmail.com

Valid Residence Visa

## SUMMARY

Prompt, efficient, and positive cashier with about 5 years' professional experience and strong customer service skills. Friendly and solutions-oriented customer service representative with excellent communication skills. Hard worker with ability to multitask to complete daily tasks while helping customers and is open to improvement.

## EDUCATION

- **Bachelor Degree Of Commerce, Accounting Department ( English Accounting )** 2016 - 2020  
Faculty of Commerce, Tanta University, Egypt.
- **Professional Financial Accountant course ( PFA )** Mar - 2023  
Faculty of Commerce, Mansoura University, Egypt.
- **Advanced MS Office Specialist 2016** Mar - 2023  
Faculty of Commerce, Mansoura University, Egypt.

## WORK EXPERIENCE

### Cashier - Spar Hypermarket

July 2020 - Aug 2023

- Insure that the cash register is balanced and accurate at the beginning and end of the shift.
- Greet customers while entering or leaving the market.
- Scanning goods and ensuring pricing is accurate.
- Collecting payments whether in cash or credit cards and issue receipts to customers.
- Handle customers inquiries and complaints professionally by direct them to the experienced sales associates in each department.
- Keeping the checkout area clean and orderly.

### Cashier - Fayrouz Restaurant & Cafe

Dec 2020 - Mar 2022

- Greet customers as they arrive and take their orders.
- Issue receipts, refunds, credits, or change due to customers and ensuring a positive transaction experience.
- Assisting with other tasks as needed, such as preparing drinks or bussing tables.
- Make sure to deliver the right orders to the right customer.
- Closing or cashing out the register at the beginning and end of the shifts.
- Maintaining cleanliness in register stations and tables..

### Cashier - Dr/ Mohamed El Shoura Pharmacy

Feb 2018 - May 2020

- Log sales on cash register, process payments as well as bag prescriptions and complete the purchases transactions quickly and efficiently.
- Ensure that prescriptions given to patients are correct with respect to patient using name along with address to confirm.
- Support pharmacists with pre-filling and vile-filling of prescription.
- Assist customers by answering simple questions, locating items or referring them to the pharmacist for medication information.
- Ensure entire merchandise received and inform pharmacist of complete back order, discontinue all non-stocked items as directed by pharmacist.
- Stock store shelves with merchandise when it is delivered to the store and periodically checking for any expired items.
- Execute rules and regulations related to operational, administrative and professional written procedures and policies of pharmacy service.
- Maintaining cleanliness and order throughout pharmacy.

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## LANGUAGE

- Arabic : Mother language
- English : Very good oral & writing

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## PERSONAL DATA

- Date of Birth : 29\_07\_1998.
- Marital Status : Single
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