
Juan Smith

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# Work Experience

**Orient Retail Store** Geneva Street, New York City, NY

Assistant Cashier January 2013 to Present

* Welcoming customers in a warm, enthusiastic, and professional manner
* Receive payment from and deliver change to customers
* Handling Point of Sale terminal (POS)
* Entering daily sales transactions into a computer
* Preparing and forwarding weekly sale status reports to senior cashier
* Paying store’s utility bills on behalf of the store

# Related skills

* Perfect in managing cash flow
* Keeping an eye on fluctuating CNG prices
* Knowledge of the factors causing fluctuation in CNG prices
* Know how to recognize counterfeit currency
* Can write receipts or bills for customers
* Accurately pricing goods for sale
* Self-motivated and able work with minimal supervision
* Work effectively beyond scheduled working hours

# Achievement & Rewards

* Led a team of volunteers to raise $1000 to help flood victims June 2010
* Trained 4 employees to work as cashier at Orient Retail Store
* Received a “Quality Service” bonus from Orient Retail Store

# Education

Pioneer College of Commerce New York, NY

*Bachelor of Commerce* January 2010 – December 2012

GPA: 3.56

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