

FATHIMA NAINA MARIKAR

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SUMMARY

I am a highly motivated and results-oriented individual with adaptability. With a strong dedication to my work, I bring creativity and determination to everything I do. I am proficient in retail sales, and seek to expand my repertoire of skills. My commitment and enthusiasm drive me to do my best in every task. I am seeking a casual or part-time work role to dedicate myself to.

WORK EXPERIENCE

Hospital Volunteer, The Alfred [VIC, Australia] **July 2024 - Present**

- Assisted patients with mobility, provided companionship, and facilitated communication between patients and medical staff to ensure their needs were met.
- Worked collaboratively with nurses, doctors, and administrative staff to support overall hospital operations and patient care.
- Assisted in the inventory and stocking of medical supplies and equipment, ensuring that departments had the necessary materials.

Sales Assistant, Lush Cosmetics [Dubai, UAE] **Sept 2022- March 2023**

- Provided excellent customer service through recommendations and assistance.
- Maintained a clean and organized store by stocking shelves, cleaning displays, and organizing inventory.
- Trained in efficient use of Point of Sales technology.

Front of House, Chicken Tikka Inn [Dubai, UAE] **June 2021-March 2022**

- Customer Service and Order Management: Welcomed and seated guests, provided menu information, took orders, and coordinated with kitchen staff to ensure timely service.
- Sales and Transactions: Recommended additional items to enhance guest experience, processed payments, and balanced the register.
- Team Collaboration and Safety: Worked with colleagues to maintain smooth operations, assisted in training new staff, and ensured a clean and safe environment.

EDUCATION

Deakin University **July 2023 - Present**
Bachelor of Biomedical Sciences

Arab Unity School **September 2008 - June 2023**
Highschool Diploma (CIE syllabus)

ADDITIONAL INFORMATION

- **Skills:** Data entry, Microsoft office applications, POS technology, Customer service, Communication, Numeracy
- **Languages:** English, Sinhala, Arabic, Urdu
- **Referrals:** Provided upon request