

# Anand Desai

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## *SUMMARY OF QUALIFICATIONS*

- Current student of Seneca College and learning course related to Computer Programming.
- Strong communication skills: Fluent in English (speaking, reading, writing) and Hindi.
- Computer skills include proficiency in Microsoft Word, Excel, PowerPoint, etc.
- Enthusiastic worker who is always willing to learn new skills and take on more responsibility.
- I am trustworthy and completely committed on my provided work, calm to customers. Remarkable patience with reliability and responsibility. I have always rejoiced individual responsibilities. Moreover, I also give my superior efforts in teamwork.
- Friendly, approachable and able to effectively communicate with clients and staff.
- Responsible for handling cash at special events.

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## EDUCATION

### **CPP: Computer Programming**

Seneca College - Newnham Campus, North York, ON, Canada

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## *SKILLS*

- Customer Service
- Verbal Communications
- Teamwork
- Customer Relations
- Patient
- Flexible
- Inventory Management
- Attention to detail
- Computer Literacy
- Retail Experience
- Physical Stamina

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## *EXPERIENCE*

### ➤ **Big Bazar PVT. LTD. (Jan-Nov2022)**

- Scan goods and ensure pricing is accurate
- Collect payments whether in cash or credit.
- Manage transactions with customers using cash registers
- Issue receipts, refunds, change or tickets
- Redeem stamps and coupons

➤ **New Ocean Supermarket (Sep-Feb2023)**

- ✓ Refill stocks and ensure that shelves are fully stocked and organized
- ✓ Assist customers and provide friendly professional customer service
- ✓ Assist with inventory management tasks as needed, such as counting inventory
- ✓ Follow cash handling procedures and accurately process financial transactions
- ✓ Report any customer concerns to the supervisor
- ✓ Follow timekeeping procedures and maintain accurate records of work hours
- ✓ Follow company policies and procedures, including safety guidelines

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**AVAILABILITY**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>
<b>All Day Available</b>	<b>All Day Available</b>	<b>Night</b>	<b>All Day Available</b>	<b>Night</b>	<b>All Day Available</b>	<b>All Day Available</b>