

CURRICULUM VITAE

AKASH TRIVEDI

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CAREER OBJECTIVES

Seeking a cashier position at Office Supply Store utilizing my strong communication, problem solving, and mathematical skills.

DOMAINS OF INTEREST

- Cashier

PROFESSIONAL EXPERIENCE

Kapila food products private limited

February, 2017 to may, 2018 as a cashier

- Establish or identify prices of goods, services or admission, and tabulate bills using calculators, cash registers, or optical price scanners.
- Receive payment by cash, check, credit cards, vouchers, or automatic debits.
- Issue receipts, refunds, credits, or change due to customers.
- Count money in cash drawers at the beginning of shifts to ensure that amounts are correct and that there is adequate change.
- Maintain clean and orderly checkout areas.

Shanti enterprises

June 2018 to current as a cashier

- Handling all the cash transactions of organization.
- Receive payment by cash, check, credit cards, vouchers, or automatic debits.
- Maintain relationships with existing customers
- Receive all incoming call and ensuring their distribution to the Relevant employee.
- Control and manage all the record and data.

RESPONSIBILITIES

Handling all the cash transactions of organization.
Receive payment by cash, check, credit cards, vouchers, or automatic debits.
Maintain relationships with existing customers
Receive all incoming call and ensuring their distribution to the Relevant employee.



TECHNICAL SKILL

- Best working experience on **POS** and other cash register software.
- Software Tester solving error and other software related problems
- Better work experience in **MS-OFFICE**.
- Good communication skills.
- Multitasking working experience.
- Organization skill
- Best math skills

PERSONAL SKILLS

- Socially adept, Good with numbers
- Able to provide quality leadership to a large number of team members
- Strong communication, IT fluency and Presentation Skills in English and Hindi.

ACADEMIC QUALIFICATION

10th 2011- 2012	S.V.M inter college (Unnao Campus)
12th 2014 - 2015	S.V.M inter college (Kanpur campus)
B.Tech IT 2015-2019	Uttar Pradesh technical University Pranveer Singh institute of technology Kanpur.

Language:

	Speak	Read	Write
English	Good	Good	Good
Hindi	Good	Good	Good

PERSONAL

Father's Name. : Neeraj Trivedi
Date of Birth : January 7,1998
Nationality : Indian
Marital Status : Single
Passport No :R7784757

