

RAYHAAN AKHTAR

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Summary

I am an exceptionally hard-working, dependable and self-motivated individual with a passion for success. I consistently challenge myself and always aim to complete any given task using my vast array of skills. I look to organise, prioritise and manage my workload simultaneously ensuring the mission and visions of any given organisation have been met.

Experience

Whiteheads convenience Store | Great Harwood, Lancashire

Store Assistant

03/2020 - 02/2021

- Providing friendly, considerate customer service to all customers and going out of my length to help them whenever I could.
- Operating the till and helping customers carry their shopping when required.
- Keeping the store well stocked and looking good by ensuring all aisles are faced.
- Ensuring the self-checkout machines are in good working order for the customers to use.
- General repairing if technical issues are experienced.

Burger Bros | Blackburn, Lancashire
Cashier

09/2019 - 02/2020

- Smoothly processed incoming orders, handling over **300** transactions per day with exceptional accuracy.
- Tallied cash at end of each shift, actioning and reporting discrepancies according to company policies.
- Monitored shop floor for suspicious customer behaviour and signs of theft, following company procedures to prevent shoplifting.

Skills

- Point Of Sale (POS) system
- Complaint management
- Customer service
- Cash handling
- Store closing and opening

- Attentive listening
- Warehouse management
- Friendly, helpful and confident
- Inventory control procedures
- Effective communication

Education

Leeds Beckett University | Leeds
Bachelor of Science in Economics

St Marys Sixth Form | Blackburn
NVQ Level 3 in Business, Criminology and Law
2021

Our Ladies and St John catholic college | Blackburn
7 GCSEs in 9-4
2019