**Marissa S. Bandoy** 

 Satwa Dubai City

 00971502712783

***marz\_love80@yahoo.com***

**OBJECTIVE**

 **Seeking a Cashier position with whole Food and Beverage, Where excellent Customer Service and cash.**

 **Handling skills can be utilized to develop the company’s efficiency.**

**QUALIFICATION SUMMARY**

 **A hard worker, who eager to learn, accepts direction easily and willing to invest times and efforts to complete a certain responsibility. Has a good moral or ethical employer.**

* **Quick minded, eager to learn & detailed oriented**
* **Accurate, dependable & dedicated to doing best possible jobs**
* **Trustworthy & reliable**
* **Friendly and enthusiastic**
* **Cash Management**

**WORK EXPERIENCE**

**May 2017 up to May 3, 2018**

**Azure Beach Club**

**Rixos Premium Dubai Hotel LLC UAE**

***Cashier***

* **Take customer orders at the bar counter**
* **Receive payments and present change to customers**
* **Receive food checks from waiters or customers**
* **Appeal to impatient or irritated customers, especially during rush hours**
* **Manage the register, including all credit card and cash operation**
* **Ensure a balance of register at the end of the shift or working period**
* **Complete designated cashier reports, resolve any discrepancies, drop off and secure bank.**

**April 2014 up to April 2016**

**SASS CAFÉ**

**Restaurant and Bar/Lounge**

**DIFC DUBAI**

***Cashier***

* **Process all payments methods in accordance w/ accounting procedures and policies.**
* **Follow property control audit standards and cash handling procedures.**
* **Complete designated cashier reports, resolve any discrepancies, drop off and secure bank.**
* **Set up and organized cashier work station w/ designated supplies form, and resource materials.**
* **Maintain cleanliness of work station at all the times**
* **Dedicated and careful high level of accuracy and strong attention to detail.**
* **Flexible with a positive and willingness to collaborate with others.**
* **Maintain orderly checkout areas and completed other general cleaning duties, such as mopping floors and emptying trash cans.**
* **Oversaw all register transactions, processing of customer purchases, and handling any refunds and overrides.**

**February 2006 – March 2011**

**Spinney’s Umm Suquimm**

**Dubai LLC**

***Cash Controller***

* **Assisting the customer with their needs and complain.**
* **Clearing or pick up the sales of all cashiers during remittance in the cash office.**
* **Responsible for the schedule of checkout staff.**
* **Handles the returns and refunds of customer.**
* **Counting and tally of all sales of telephone cards, voucher and cash in daily basis.**
* **Counting of all sales and preparing money for bank deposit and safe check.**
* **Arrange & preparing transmittals (letter documents etc). to be forwarded in main office.**
* **Monitoring in checkout staff performance.**
* **Order a supply of cash to meet daily need.**
* **Monitor cash main safe office to ensure cash balanced are correct.**
* **Balance all cash and credit card transaction on daily basis and resolve discrepancies.**

**SEMINARS ATTENDED**

***FOOD SAFETY AND HACCP TRAINING***

***Sass Cafe Dubai***

***Spinney’s Dubai LLC***

***Azure Beach Rixos Premium Dubai Hotel LLC***

**EDUCATION:**

   **Surigao Sur, Polytechnic State College**

 **Tandag Surigao Del Sur, Philippines**

 ***Bachelor of Science in Business Administration***

 ***Banking and Finance***

**PERSONAL INFORMATION:**

**Name : Marissa S. Bandoy**

**Status : Single**

**Nationality : Filipino**

**Visa Status : Employment visa**

 ***The undersigned certifies that the above information is true and correct to the best of my knowledge and belief.***

 ***MARISSA S. BANDOY***

 ***Applicant***