

Sample Cashier Resume

Brad Sandler

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Resume Objective

Seeking Cashier position with growth-oriented company offering opportunity for advancement and professional development, requiring extensive experience in banking, financial services and management experience.

Career Synopsis

A high-energy, enthusiastic and dependable individual who excels in challenging and competitive environments.

Successful trackrecord of with high responsibility positions.

Fast learner; quickly incorporate and implement new procedures.

A solid work ethic in delivering high-quality service to customers.

Proven communication abilities, both oral and written.

Function well, independently and as team member.

Expertise in business administration, record keeping, planning, policies, procedures, researching, scheduling, and related responsibilities to ensure productive operations.

Work Experience

1)The Royal Omni Hotel, San Diego

2003 – Present

Cashier

Responsibilities

Cash handling, customer service, balance drawer and place orders for inventory.

Manager in training: such duties involve opening and closing the registers, approving overrides, assisting in the training of new cashiers, monitoring cash limits, making supervisory decisions, and ensuring quality customer service at all times.

2) A.S.I Federal Credit Union, San Diego

2000 – 2003

Teller

Responsibilities

Responsible for cash/checking deposits, processing loan payments, opening accounts, getting direct deposits accounts activate atm/debit cards

3) Hibernia National Bank, San Diego

1998-2000

Teller

Responsibilities

Teller duties consist of maintaining proper cash limits, cashing checks, accepting deposits, issuing cashier's checks, money orders, and traveler's checks, cash advances, wire transfers, transfer of funds, and paying / receiving large amounts of currency / coin.

4) Kimusan Personal Services, CA

1996-1998

Office Clerk

Responsibilities

Duties included shipping/receiving and filing invoices. Assisted sales staff. General office responsibilities included data entry and typing

Education

High School Diploma Robert Evans High School, San Diego. 1995

Certificate in Office Occupation. Community Independent Living Systems (Vocational Tech), San Diego. 1998

Computer Literacy

Proficient in Windows Software, WordPerfect, Excel, Microsoft Word, Dos, Data Entry, and Internet