



# RANA TARIQ HUSSAIN

STORE CASHIER

## GOALS

To secure a challenging position in a reputable organization to expand my learning, knowledge, and skills. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the organization.

## CONTACT

PHONE:

+974 5559 0139 / +92 301 500 6222

ADDRESS:

Apt 3, Building 48, street 755, Zone 51,  
Doha, Qatar

EMAIL:

[Ranatn2@gmail.com](mailto:Ranatn2@gmail.com) /  
[ttanzila6@gmail.com](mailto:ttanzila6@gmail.com)

## SKILLS

Quick learner  
Innovative  
Organize  
Problem solving  
Initiative  
Team worker  
Customer Service  
Sales Abilities  
Time Management  
Mathematical Ability  
Detail Oriented  
Problem Solving  
Cash Handling  
Documentation & Recordkeeping  
Relationship Building

## SUMMARY:

Diligent with excellent multitasking, organizational and time management abilities combined with expertise in promoting items and completing customer sales. Adept at suggesting purchases to drive revenue and promoting positive experiences to strengthen customer loyalty.

## EDUCATION

**Allam Iqbal Open University**

2007-2009

High School

Major Subject: Operation Management

## WORK EXPERIENCE

**CDA (Capital Development Authority) [Driver]**

Mar 2008 – Till now

I have more than 14 years of driving experience in CDA (Capital Development Authority). Have HTV license. Can drive the heavy vehicles. I report to the Senior deputy director in CDA land survey unit. Records the vehicle data on register. Check vehicle for any required maintenance. Have good knowledge of the vehicle parts and their functions. Know the roads and areas. Can operate safely and efficiently an unarmored U.S. Government-owned or leased motor vehicle to transport passengers and or cargo. Knows to operate computer. I am good with GPS system. Can repair some of the parts myself or I can direct mechanic about the fault. I have (8) years of office administrative clerical experience in a customer-service office. I possess good working knowledge of an active office environment. I am familiar with reporting structures and the standard office hierarchy. I know how to support multiple persons simultaneously including maintaining an adequate stock of office supplies.

**Canadian High Commission [Daily Wager]**

Jun 2007 – Mar 2008

Prepares the houses of Canadian officers before their arrival. My job was loading and unloading the trucks and shipping containers, organizing incoming stock, and putting the appropriate labels on the outgoing parcel. Determine the optimal furniture placement. Oversees the buying process of all raw materials to complete the project. I lifted the weight more than 40lbs.

**Fast Food Shop**

2003 - 2007

I had my own fast-food shop. Prepare food and sell it in the evening. I was managing all the sitting arrangements. I had two stalls. Doing the inventory. Purchase the items on daily basis. Make sure each item is valid. Uses them before the expiration. On special occasions displays the greeting cards and bangles also.

SENSITIVE BUT UNCLASSIFIED