

# KEARIA ANEST

Shop Assistant

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345 Tattnall Street, Savannah, GA 31401



## PROFILE

Efficient and organized Shop Assistant with 4 years of experience in a fast-paced retail environment. Proven ability to provide excellent customer service while maintaining a high level of productivity. Skilled in accurately completing transactions, stocking shelves, and providing recommendations to customers. Able to work independently or as part of a team to efficiently complete tasks.

## LINKS

[linkedin.com/in/keariaanest](https://www.linkedin.com/in/keariaanest)

## SKILLS

Organizational skills

Communication skills

Time management

Retail math

Product knowledge

Selling techniques

Customer service

## LANGUAGES

English

Hindi

## EMPLOYMENT HISTORY

### ● Shop Assistant at Kmart

May 2022 - Present

- Handled customer service inquiries in a professional and efficient manner
- Effectively managed stock levels and inventory, ensuring that shelves were correctly stocked at all times
- Carried out till transactions quickly and accurately
- Packaged merchandise carefully to avoid damage during transit
- Regularly undertook cleaning duties around the store to maintain high standards of presentation

### ● Retail Sales Associate at Target

Jul 2017 - Mar 2022

- Assisted in maintaining the shop floor clean and organized at all times
- Actively provided assistance to customers throughout their shopping experience
- Worked diligently during busy periods to ensure that shoppers were able to move through the lines quickly
- Demonstrated formidable organizational skills by stocking shelves and conducting supply inventory as needed
- Successfully processed transactions at high volume while providing excellent customer service

## EDUCATION

### High School Diploma at Columbia High School, New York, NY

Aug 2013 - May 2017

I learned how to work with customers, how to handle transactions, and how to provide excellent customer service. I also gained essential retail skills such as stocking shelves, setting up displays, and operating a cash register.

## CERTIFICATES

### First Aid Certificate (FA), Canadian Red Cross

Dec 2020

### Basic Life Support Certification (BLS), Red Cross

Sep 2017