

#### CONTACT ME AT

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Arabic : Fluent English : Fluent

#### SKILLS SUMMARY

•••• MS.office

•••• Cashier

•••• Email Messages

●●●● Ability to learn quickly

•••• Self-motivated

•••• Strong communication skills

•••• Good listening skills

•••• Friendly personality

#### AWARDS RECEIVED

■ ICDL

Yamamay Employee Work
Excellence

# SHEREEN KASSAS

#### PERSONAL STATEMENT

It is with great interest that I'm applying for a position seeking an active role in the areas of Customers relationship, Sales, Marketing, and Public relations.

### **WORK EXPERIENCE**

#### SALES ASSOCIATE

UPIM | August - December 2017

- Provide outstanding customer service before and after a transaction
- Holding a high customer satisfaction rate
- Help customers assess their needs and then offer relevant suggestions for solving their problems
- Keep all areas of the store clean and ordered

## STUDENT ASSISTANT

AUST | October 2018-March 2019

- Made sure the instructor was present
- · Assisted students when needed

## SALES/CASHIER

Inticom Lebanon S.A.L. at Yamamy | April 2019 - March 2020

- Ensure high customer loyalty by offering outstanding sales service
- Keep up to date of items offered and address choices available
- Team up with colleagues to ensure sufficient customer service
- Come to the store and satisfy your queries

## EDUCATIONAL HISTORY

- Modern community school (In Lebanon)
   Graduated in (June 6, 2016)
- American University of Science & Technology
   Freshmen Program in Business | Sep 2017 present
   BS In Marketing & Advertising