

ABIRAMI M

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28,VCS Nagar,GN Mills, Thudiyalur, Coimbatore- 641029



Objective

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.



Professional Summary

Dedicated and detail-oriented finance professional with 5 years of experience as a Cashier in the financial sector. Proven ability to manage cash transactions efficiently while delivering exceptional customer service. Strong problem-solving skills, attention to detail, and a commitment to organizational excellence.



Experience

Savery Transport Finance Ltd, Salem

02/10/2019 - 17/09/2024

Cashier

Processed daily cash and credit transactions accurately and efficiently.

Maintained a neat and organized cashier station in compliance with company standards.

Delivered excellent customer service by responding to inquiries and resolving disputes promptly.

Ensured daily cash reconciliation and adherence to internal financial policies.

Contributed to monthly financial reporting and supported audit procedures.

Recognized for maintaining 100% accuracy in transactions and improving customer satisfaction.



Education

Sri Sakthi Kailash College of Education for Women, Salem

2019

B.ed.,

84%

Sri Sakthi Kailash Women's College, Salem

2017

B.Sc

83%

Jayarani Girl's Higher Secondary School,Salem

2014

Hsc

83%

Vasavi Higher Secondary School, Salem

2012

SSLC

82%



Skills

Cash Handling & Transaction Management

Customer Service & Complaint Resolution

Financial Documentation & Reporting

Time Management & Task prioritization

Organisational Skills & Computer Proficiency

Accuracy & Attention to Detail



Personal Details

D.O.B : 14/02/1997

Nationality: Hindu

Gender: Female

Marital status:Married

Language known:Tamil, English



Declaration

I hereby declare that the information provided above is true and correct to the best of my knowledge and belief.

Date: _____.

Place: _____.

Signature