

Fayyaz Bhatti

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Aaliya street near Ramada hotel Doha Qatar

Subject: **Application for the Position of Cashier**

I am writing to express my interest in the Cashier position at your esteemed store. With over six years of hands-on experience in handling cash transactions, customer service, and billing operations in both retail and medical store environments, I am confident in my ability to contribute effectively to your team.

During my time at Bin Yousaf Store and Islam Medical Store in Sialkot, I gained valuable experience operating POS systems, managing cash drawers, preparing daily reports, and ensuring excellent customer satisfaction. I also have a strong background in accounts and audit assistance from my role at FRANTS & Co., which has strengthened my attention to detail and financial accuracy.

My educational background includes a Bachelor of Commerce (B.Com) and a Diploma of Associate Engineer (DAE) in Electrical, which adds to my analytical and technical skillset. I am highly organized, dependable, and capable of working under pressure while maintaining a friendly and helpful attitude toward customers.

I am currently based in Doha and hold a valid Qatar Residency Visa. I am available to join immediately and would welcome the opportunity to contribute to your store's success.

Thank you for considering my application. I look forward to the opportunity to discuss how I can support your team. Please find my CV attached for your review.

Yours sincerely,
Fayyaz Bhatti

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Objective

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

Experience

Cashier

December,2018 - April 2025

Bin Yousaf store Sialkot Pakistan

- Received payments in cash, cards, or mobile wallets
- Balanced cash drawer at beginning and end of shifts
- Issued bills and receipts using POS system
- Applied discounts as per store policies
- Greeted customers and handled inquiries
- Maintained cleanliness of the cashier counter

Cashier

November,2012 - August,2018

Islam Medical store sialkot

Processed customer transactions and handled daily billing

Accepted cash, credit/debit card payments

Assisted customers with basic medicine queries (OTC)

Maintained proper stock awareness for front counter items

Cashier

March,2010 - November,2012

FRANTS & CO. Sialkot

- Managed incoming payments and issued official receipts
- Prepared bank deposit slips and reconciled transaction records
- Supported senior auditors in maintaining accurate ledgers
- Balanced cashbooks and handled petty cash operations

- Assisted with monthly financial and audit reporting

Education

Course / Degree	School / University	Grade / Score	Year
Master of Arts	Punjab University	468/1000	2016
B.com	Allama Iqbal University Islamabad	798/1400	2011
D.A.E	Govt. Poly Technnical Institute Sialkot	2081/3550	2000
Matriculation	Govt.Quami High School Sialkot	509/750	1997
Certificate of Practical Skill Training Course	SKANS School of Accountancy Sialkot	A+	2002

Skills

Ms Excel

Internet Explorer

Interests

Cricket

Watching Movies

Chess

Languages

English

Urdu