

# Ataf Mehmood

## **Customer Assistant Checkouts - Tesco / warehouse operative**

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I am a trustworthy, honest and reliable employee. I am also a good team player who thrives on reaching my targets and exceeding expectations. I have an excellent work ethic that is regarded very highly by fellow peers. I possess a willingness to learn and expand in order to gain a wide variety of skills that will be of use both in the short and long term. I am able to adapt in order to deliver an excellent customer service and understand any potential problems. I am a self-motivated individual who is hardworking and eager to learn. I believe I am a result orientated individual that has a positive approach to work, ensuring objectives are always completed successfully and to the best of my ability.

## Work Experience

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### **Customer Assistant Checkouts**

Tesco

May 2016 to Present

duties and responsibilities relating to customer service and assisting customers on the shop floor. I have learnt many areas of the business whilst I've been at Tesco such as: I am warehouse trained, team leader trained and trained to work in various other areas of the store. Through this I have learnt how to successfully lead a large team and how to adapt to different roles in order to accomplish various tasks on a day to day basis.

This has helped to grow and develop a variety of skills such as:

October 26 2017 Sales assistant

- Handling customer enquiries and general admin.
- Working with people on shop floor.
- Handling cash on daily basis..
- Cash handling.
- Customer service.
- Communication
- Team working
- Team management
- Adaptability
- Time management
- Picking packing warehouse experience

## Education

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### **GCSE in English**

Furze Platt senior School - Maidenhead

September 2010 to July 2015

## Skills

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- EXCEL (2 years)
- INTERNET EXPLORER (2 years)
- MS EXCEL (2 years)
- MS POWERPOINT (2 years)
- MS WORD (2 years)
- Warehouse experience (4 years)

## Certifications and Licenses

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### **Delivery driver**

September 2018 to January 2019

Delivery driver for a take away

## Additional Information

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### KEY SKILLS

- Quick learner
- Listen to and follow instructions carefully.
- Reliable and able to work well under pressure, ensuring that strict deadlines are met.
- Work well in a team as well as individually
- Good time management
- Able to prioritise tasks in order of importance/urgency

### ICT SKILLS

Highly accomplished with MS Word, MS Excel, MS PowerPoint, Internet Explorer