

## CASHIER QUESTIONNAIRE

SW/HRD/QCH/001.1	Date:
Name:	<input type="checkbox"/> Have Qatari Driving License?

SN	DESCRIPTION	None	Familiar	Average	Good	Excellent
1.	Provides the highest quality of service to customers at all times.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2.	Understands and follows cash handling policies and procedures including register till count at the beginning of a shift.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3.	Ability to effectively communicate policies and procedures in a manner easily understood by the customer and associates.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4.	Operates a system receiving payments of cash, checks and credit card charges from customers or associates for goods (bowling shoes...), making change and issuing receipts.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5.	Maintains proper security of cash at all times.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6.	Ensuring phones are answered promptly and politely utilizing approved script.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7.	Being aware of all promotions, advertisements and merchandise.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8.	Sales focus concerning Programs such as, Inside Track Community Center and Customer Mailing Cards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9.	The ability to meet established productivity and sales goals.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10.	Can performs any additional duties as assigned by management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Remarks: