

# DILDAR MOHSIN

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## OBJECTIVE

Excellent knowledge of accounting regulations and procedures, including the Generally Accepted Accounting Principle. Sale and purchase of foreign currencies. Keeping and interpreting financial records Sales Representative Performing cost-benefit analyses of existing and potential customers. Achieve agreed upon sales targets and outcomes within schedule.

## QUALIFICATIONS

Bachelor of Business Administration (**BBA Hons**)

University of Education “Lahore”

F.Sc (Pre Engineering)

Garrison Grammar H.S.S.

Matric (Science)

Makkah public high school

## EXPERIENCE

**1. CASHIER (DIRHAM EXCHANGE&CO.)**

**(SEP 2022-MARCH 2023)**

**2. SALES REPRESENTATIVE (TARIQ GLASS INDUSTRIES)**

**(Mar 2021- Mar 2022)**

**3. ACCOUNTANT (AL MADINA RAXINE)**

**(Feb 2016 –Sep 2021)**

### Responsibilities:

- Dealing in sale and purchase of foreign currencies.
- Executing remittance operations in local and foreign currencies.
- Keeping and interpreting financial records.
- Supply management with reports on customer needs, problems, interests, competitive activities, and potential for new products and services.
- Understanding that it is the perception in the employee’s mind that really matter

## SKILLS

- Accept all challenges set forth
- Active, cooperative and social
- Responsible and possess co-ordination skills
- Multitasking
- Professionally Committed
- Payment collection
- Cash counting & handling
- Knowledge of Accounting Practices.
- Time Management Skills.

## COMPUTER SKILLS

- Ms. Office ( Word, Excel & PowerPoint ) and internet surfing,
- English typing

## LAUNGUAGE

- English
- Urdu
- Punjabi

(Read, Write & Speak)

## PERSONAL INFORMATION

Father's Name:	Saleem Akhtar Bhatti
Date of Birth:	01-05-1998
Nationality:	Pakistani
Visa Status	Employment visa

## Trainings and workshops

Customer care and cash handling.

Basic Anti money Laundering and Countering the Financing of Terrorism.

Fraud Prevention and Counterfeit Detection.

AML/CFT Typologies in Exchange Houses & Suspicious Transaction Indicators.