



SADMAN SHOWMIK ISLAM

Driven and well-organized more than 2 years of experience as a Cashier inside and outside of UAE, passionate about improving the grasp of key business indicators of an organization, possess strong analytical and problem-solving skills to effectively make sound decisions with little direction. Extensive experience in the sales, cash handling and marketing activities, Comfortable working in fast-paced, deadline- driven environments.

WORK EXPERIENCE:

- **CASHIER**

LM EXCHANGE LLC, SHARJAH BRANCH

JOINED SEP 2022

EMAIL:

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CONTACT: 971582908985

ADDRESS: Flat# 502. Al Musa Building, Al Nabbah, Sharjah

SKILL:

- Strong multilingual skills
- Committed to delivering a high level of customer service.
- Customer Retention Management
- Hard working with a positive attitude.
- Ability to work under pressure, independently and as a team member.
- Good inter personal and communicating skills.
- Strong sense of responsibility and self-motivation.
- Attend counter customers, remittances sending and receiving from any part of the world and internal – UAE money transfer as per their request.
- Money & bank transfers to various countries, process and issue third party transactions.
- WPS processing & disbursements at site or branch along with marketing staff.
- Send and Receive Inward payment/outward payments and cheque.
- Register customer's transactions complaints, status and general enquiries.
- Facilitate new customer acquisitions and new account openings.
- Verification of documents in compliance with AML policy.
- Timely and effectively handle queries/concerns of the customers over the phone/counter.
- Assist Marketing team with pick up of site transactions.
- Ensure effective resolution, documentation and follow-up of customer's concerns/complaints.

EDUCATION :

- Bachelors In Electronics & Electrical Engineering
University of sunderland, Malaysia

LANGUAGES:

- **English**

Full Professional proficiency

- **Hindi**

Full Professional proficiency

- **Bangla**

Full Professional proficiency

SOFTWARE PROFICIENCY:

- Microsoft office (MS Word, MS Excel, MS PowerPoint, MS Access)
- Executive knowledge in Internet activities

Declaration: I consider myself with all types of work in any corporate aspects. I am also confident of my ability to work in a team. I hereby declare that the information above is true to the best of my knowledge