

Tasawar Hussain

Bank Teller

To obtain a challenging position in a dynamic company wherein my professional expertise, excellent customer service and academic skills will be applied in making a significant contribution in a competitive and growth-oriented organization.



✉ Tasawarhussain770@gmail.com
🏠 ASTER PHARMACY
BUILDING NEAR BURJMAN
METRO STATION
,BURJMAN,DUBAI
📅 Date of birth 03/26/1989
🔗 TASAWARHUSSAIN770@GM
AIL.COM
🇵🇰 Pakistani
📍 DUBAI
📞 0555019805
👤 Single

Languages

Urdu



NATIVE

Panjabi



NATIVE

English



FLUENT

Interests

BOOK READING

MUSIC

FOOTBALL

BEDMINTON

CRICKET

MUSIC

Social networks

in
<https://www.linkedin.com/public-profile/settings>

Education

I COM

From 2005 to 2007 ISLAMIA COLLEGE OF COMMERCE Jhang, Pakistan

MATRIC

From 2003 to 2005 M C MODEL HIGH SCHOOL Faisalabad, Pakistan

Work experience

ALRAZOUKI  EXCHANGE

TELLER /CUSTOMER SERVICE

Since November 2021 AL RAZOUKI INTERNATIONAL EXCHANGE DUBAI

Worked with AL RAZOUKI INTERNATIONAL EXCHANGE as a Customer Service Officer and Head Cashier with responsibilities e.g. Preparing all country TT's, F.C Purchase & Sale, Remittance Cash Collect, Central Bank Cash Process. My key responsibilities included:

- F.C Sale & Purchase of all Currencies
 - Remittance Cash Collection for all countries
 - Preparation of Remittance for all countries
 - Western Union Sending & Receiving
 - Xpress Money Sending & Receiving
 - Trans fast Sending and Receiving
 - Preparation of Central Bank Cash
 - Registering WPS customer as per UAE compliance procedure
 - Making of Salaries in WPS
 - Dealing on USD, Euro, Pound, CAD, AUD
 - Registering and dealing with Corporate clients as per UAE compliance procedure
 - Replying to all query through emails/calls of customer
 - Replying to all the company compliance emails regarding KYC and other internal matters
 - Preparing of KYC form, Amendment form and Cancellation Form as per company compliance policy.
- The experience at the Exchange has enabled me to develop an understanding of Financial Market key business processes of Exchange Company.

Skills

Core Strengths & Enabling Skills

- Handling cheques for clearing
- Follow-up
- Answer customer Enquiries
- Seek Advice
- Self-talk
- Mindset
- Product and service knowledge
- Perspective
- Active listening
- Self-image
- Informed
- Personalized
- Focus problem solving
- Empathy

Computer skills

IT PROFICIENCY

CASMAX (EXCHANGE HOUSE SOFTWARE)
WESTERN UNION
RIA MONEY
INSTANT CASH
TRANSFAST
WPS PRO
ASPIRE
C3 PORTAL

MICROSOFT EXCELL



MICROSOFT WORD

