



VIJESH V

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AL NAHDA, DUBAI, United Arab Emirates



A result-oriented MCA graduate experience with Banking, FOREX. Career build through the experience in accounting, marketing and sales management, customer service, managing and trading of foreign currency and services. Looking for an exciting opportunity to leverage my knowledge and expertise and contribute towards the success of the organization.

WORK EXPERIENCE

UAE EXCHANGE Centre LLC SENIOR ASSOCIATE AND COMPLIANCE OFFICER

08/2018 - 07/06/2023

DUBAI AIRPORT TERMINAL 3 Branch

- Execution and administration of foreign currency B2B and B2C trading and transactions.
- Administrations with Funding and treasury managements.
- AML compliance, ensuring KYC ,CDD and EDD policies and requirements.
- Revenue optimization through right currency market watch.
- Managing WPS of different companies.
- Supervising all the counter staff, tallying the cashiers.
- Training regarding forex and AML policies and procedures to staffs.
- Verifying the Customer Registrations and High Volume remittance / FC transactions.

UAE EXCHANGE Centre LLC FOREIGN CURRENCY CASHIER

08/2016 - 08/2018,

DUBAI AIRPORT TERMINAL 3 Branch

- Purchase and sales of foreign currencies.
- Accounting of inflow and outflow of local and foreign currencies.
- Monitoring and arranging of the currencies for cash funding, arranging the necessary stock of FC and AED currencies for the branch.
- Monitoring fluctuation of the foreign currencies market and ensuring the FC margin on sale and purchase of currencies.

UAE EXCHANGE Centre LLC TELLER AND AED CASHIER

07/2013 - 08/2016,

DEIRA CITY CENTER BRANCH

- Cross border payments and receipts and bill payment solutions.
- Customer service and relationship management.
- Cross selling of financial products and services.
- Placing right services , based on the requirements and interests of the clients.

NTL CONSULTANCY MARKETING MANAGER

03/2010- 06/2013,

INDIA

- Marketing of software and digital products.
- Ensuring smooth operations of the branch for the growth of business.
- Maintain professional customer interactions for rapid business growth and cross selling.
- Manages day-to-day operations, including staff supervision, to ensure delivery of quality, cost elective services, as well as clint satisfaction.
- Conducting training and awareness to the subordinates with the help of learning and development team if and when needed.
- Ensures welfare of staffs and colleagues. Improving productivity through high motivation.
- Managing receivables and payables and ensuring proper fund flow on the basis of the priority and standards.

SKILLS

CRITICAL THINKING

PROBLEM SOLVING AND DECISION MAKING

LEADERSHIP AND TEAM MANAGEMENT

EFFECTIVE COMMUNICATION

RECEIVABLES AND PAYABLES MANAGEMENT

CASH MANAGEMENT AND TIME MANAGEMENT

MARKETING AND SALES

PROFFICIENCY IN MS OFFICE AND RELEVANT BANKING SOFTWARES

ABILITY TO WORK INDEPENDENTLY AND AS A TEAM

NUMERACY AND ANALYTICAL SKILL

EDUCATION

MCA Master of Computer Application Calicut University

06/2005 - 04/2008,
KERALA, INDIA

BSc Maths Payyanur College Kannur University

06/2002 - 04/2005,
KERALA, INDIA

LANGUAGES

ENGLISH
Full Professional Proficiency

HINDI
Full Professional Proficiency

MALAYALAM
Native or Bilingual Proficiency

THAMIL
Professional Working Proficiency