



LIZA HUSSEINI

✉ Abu Dhabi, UAE
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PERSONAL INFO

- Date of birth: 26/03/1985
- Gender: Female
- Marital Status: Single
- Religion: Muslim
- Visa Status : Cancel Visa
- Languages Known :
English , Arabic

SKILLS

- Positive Approach & Attitude
- Leadership qualities, strong analytical and problem solving skills.
- Ability to work independently, Self-Motivated team player.

TRAINING

- Compliance training by western union (Awareness of money laundering and prevention on July 2012, Dubai)
- Western union prevention training course, Dubai, 2013, 2014, 2015.
- Express money fraud prevention training course, Dubai, 2013, 2014.
- Abu Dhabi Police Anti-Money laundry training course, Abu Dhabi, 2011.

CURRICULUM VITAE

CAREER OBJECTIVE

As A Self-Motivated and highly organized individual, my focus is always to see each project work I undertake to an expected end I am dedicated to excellence and believer in building my character based on integrity and trust, my ability to relate with people and meet mutual benefits has always been my gain goal.

WORK EXPERIENCE

AI Bader Exchange

Abu Dhabi, UAE

[December 2009 - September 2018]

Position – Telex / Clerk & Branch In charge.

Abu Fiza General contracting

Abu Dhabi, UAE

[Oct 2018 - Dec 2022]

Position – Data Entry Clerk

Duties & Responsibilities

- Manage branch operations and employees of different branches.
- Providing training to new employees.
- Responsible to deal with investments and new accounts every day.
- Responsible for directing the use of latest technology and procedures hence increasing the client services at higher rates.
- Processing of remittance & foreign currency exchange.
- Handling WPS (Wages Protection system) transaction.
- Produce daily transaction report.
- Providing good customer service.
- Building relationships with high net worth individuals.
- Answering any financial related queries.
- Maintaining a professional image at all times.
- Putting into effect new procedures and policies passed down from head office.
- Marketing new financial products or services.

ACADEMIC CREDENTIALS

- Banking and Finance (Unity college, Addis Ababa)
- High School Education (Madanyalam, Ethiopia)
- Galaxy computer Education (Abu Dhabi, UAE).

DECLARATIONS

I hereby declare that the above information is true to the best of my knowledge and ability.

LIZA HUSSEINI

