# Curriculum-Vitae



## MUHAMMED AFSAL N.P.

## BACHELOR OF COMPUTER APPLICATIONS

## afsalkurumathoor@gmail.com

#### PH:+971-588951486

#### Address : Rollah,Sharjah UAE

Date of Birth	: 12-11-1993
Sex	: Male
Nationality	: Indian

#### Languages Known:

Languages	R	W	S
	•	•	•
Malayalam			
	•	•	•
English			
	•	•	•
Hindi			
	•	•	
Arabic			

#### Career objective:

Acquire a challenging career with dynamic organization where I can efficiently utilize my skills, experience and make a significant contribution towards the goal of the organization and thereby self-development.

#### **Professional Qualification:**

- Completed Bachelor of Computer Applications at D.R.CV Raman University
- Completed CCNA and MCSE
- Holds UAE Driving License

#### **Personal Skills:**

- Attitude to learn new things, Comfortable working in a Multi-cultural Environment.
- Willingness & Ability to work under stress situation.
- Openness to Improvement, Development and Change.
- Creative ideas.
- Cash handling expertise
- Strong Banking concept

#### Working Experience



#### **Company: LARI EXCHANGE**

## Designation: Senior officer & Branch In Charge in BRANCH Duration: NOVEMBER 2020 till date

- Execute outward remittance (telex,, express transfers, western union ,instant cash etc) of walk in customers
- Foreign currency sale and purchase
- Managing Branch day to day activities
- Managing Staff Rosters and Timing according to bussness requirements
- Co Ordinating AML issues and quires with AML team and Customer
- On boarding Cooperate and individual client
- AML compliance screening
- WPS processing
- Cross selling of currencies
- Handling customer complaints
- Cross selling Allied products

Back office duties



# Company:UAE Exchange LLC, Dubai - UAEDesignation:service officer & AED cashier in BranchDuration: OCTOBER 2018-OCTOBER 2020

**Responsibilities:** 

• AML compliance screening.

• Hand SWIFT transactions, corporate business transactions, counting bulk cash, accepting transferred cash from other cashiers.

• Keeping a close look on market currency fluctuation and manage booking of key currencies with FOREX department.

• Ensures timely and effective solution of customer enquiries, in accordance with customer service norms. Ensures turnaround time for all transactions is as per service quality standards.

• Preparing day end reports and tallying third partyremittanceterminals.

- Preparing CDM reconciliation, tally and CDM day end report.
- Preparing AML checklists.

• Foreign currency sales and purchase to and from customers and corporate.

• Execute outward remittance (telex, drafts, express transfers, western union etc) of walk in customers

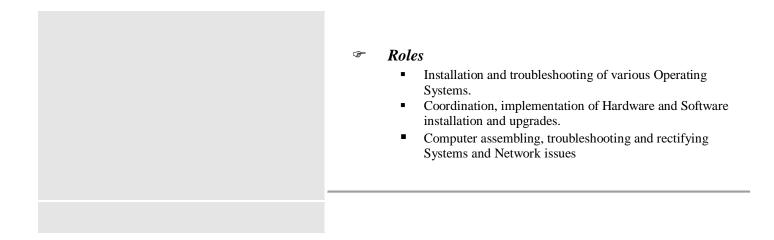
- Receiving Cash / Payment from/to customer accordingly.
- Purchase of Travelers Cheques.

• Cross selling of currencies and allied products to meet monthly and yearly targets.

- Attending corporate client with least TAT
- Controlling admin works.



- Worked as IT SUPPORT ENGINEER in SECURITY9 ,Kannur from July 2015 to September 2016
- <u>mail@securiity9.net</u> ,sales@security9.net
- Phone:+919497339933



I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Date :

SHARJAH

UAE

Muhammad Afsal N P