



ABDUL REHMAN

Customer Service/
Branch Compliance

About Me

Demonstrated success in directing and strengthening all aspects of customer service, compliance, accounting and marketing. Proficient in customer Service and product marketing to enhance sales.



+971566654579



rehmanawan986@gmail.com



Abu Dhabi, UAE willing to move any state.

LANGUAGE

- English
- Hindi
- Urdu

EXPERTISE

- Customer Service
- Compliance
- Marketing
- Negotiation
- Critical Thinking
- Leadership
- Management Skills
- Creativity
- Sales

EXPERIENCE

Al Fardan Exchange

Abu Dhabi, UAE

Jan 2022 - Till Date

**Customer Service/ Branch
Compliance Officer**

Processing Remittance and Wire Transfer world wide.
Exchanging Currencies and cross selling various products.
Prevention of fraud and money laundering.
Handling customer inquiries & creating customer relation.
Cash management flow and monitoring.
Collect, analyze and verify customer KYC.
Verify Corporate and individual transactions as per CBUAE policy.

PHED Govt. Of Pakistan

Pakistan

Jan 2021 - Aug 2021

Accounts Assistant

Reconcile invoices and identify discrepancies.
Create and update expense reports.
Process reimbursements.
Prepare bank deposits.
Enter financial transactiona into internal database.

Leathers First

Karachi, Pakistan

E-Commerce Executive

Mar 2016 - Dec 2020

Implementing tactical online marketing practices to target specific consumers.
Optimized e-commerce fulfillment strategy to minimize costs while maximizing profits and customer satisfaction.
Maintain records of all outgoing and incoming shipments from and to the warehouse

LICENSE

- UAE Driving License

EXPERIENCE

IMAGYN Technologies

Karachi, Pakistan

Jan 2015- Jun 2015

Key Account Manager

Responsible for managing a portfolio of key accounts.

Maintaining a strong Business development.

Dealing with regional managers of corporates.

Identifying short and long term growth opportunities.

Converge Technologies

Karachi, Pakistan

Jun 2014 - Jan 2015

Operations Officer

Profiling of endorser's for social media based interactive marketing activities.

Supervising call center team and assigning daily tasks.

Database management.

Creating transcripts for team to communicate standard brand message.

NOORPUR INDUSTRIES

Karachi, Pakistan

Feb 2014 - May 2014

Accounts Officer

Preparing bank reconciliation statement and posting to general and sub ledger.

Reconcile general and sub ledge.

Prepare Payroll and forward it to bank for execution.

Prepare bank payment Vouchers.

EDUCATION

LIMKOKWING UNIVERSITY OF CREATIVE TECHNOLOGY

CYBERJAYA, MALAYSIA

Bachelor of Business Administration (Honours)

December 2013