

SHANIF NALAKATH SIDDIQUE

CURRENCY EXCHANGE & REMITTANCE

TO BE ASSOCIATED WITH A PROGRESSIVE ORGANIZATION WHICH CAN PROVIDE ME WITH A DYNAMIC WORK SPHERE TO EXTRACT MY INHERENT SKILLS AS A PROFESSIONAL USE AND DEVELOP MY APTITUDE TO FURTHER THE ORGANIZATION'S OBJECTIVES AND ALSO ATTAIN MY CAREER TARGET IN THE PROGRESS.



✉ shanifnalakath@gmail.com

☎ +971544787832

📍 Al Qiyadah, Dubai, UAE

📷 instagram.com/SHANIF108

WORK EXPERIENCE

FRONT LINE ASSOCIATE

LULU INTERNATIONAL EXCHANGE

02/2023 - 08/2023

MUSCAT, OMAN

Achievements/Tasks

- Provide exceptional customer service, addressing inquiries and resolving issues to enhance customer satisfaction.
- Execute currency exchange transactions for customers, ensuring accuracy and compliance with regulatory requirements.
- Collaborate with team members to streamline operational processes.
- Remittance Currency exchanging -Handling currencies of various countries.
- Conduct daily reconciliation of cash and currency holdings, minimizing discrepancies and ensuring financial accuracy.
- Stay informed about market trends, exchange rates, and regulatory changes to provide up-to-date information to customer.

CURRENCY CARRIER/CASHIER

ABU MEHAD EXCHANGE

01/2015 - 01/2023

CURRENCY EXCHANGE ONLY

MUSCAT, OMAN

Achievements/Tasks

- Currency exchanging- Handling currencies of various countries.
- Counted drawers quickly and accurately at start and end of each shift.
- Monitored transactions closely to verify legitimacy.
- Built and maintained strong working relationships with colleagues across the company.
- Identified opportunities to improve cashier processes.
- Conducted regular audits of cash holdings and maintained accurate records to comply with audit requirements.

ASSISTANT ACCOUNTANT

VISHNU TRADERS

01/2014 - 01/2015

KERALA, INDIA

Achievements/Tasks

- Reconciled all company accounts, including credit cards and expenses.
- Input sales, purchase and cash transactions.
- Met deadlines by managing workload independently.
- Prepared Excel spreadsheets to track banking transactions and financial performance.
- Generated account statements outlining payments and balances.

CERTIFICATES

HDMCA

ACCOUNTS ACADEMY

06/2012 - 06/2013

THRISSUR/KERALA

Courses

- Manual Accounting
- Computerized Accounting - Tally. ERP 9
- Peachtree
- VAT

SKILLS

ACCOUNTING PACKAGE

CURRENCY MANAGEMNT

INTERNET AND EMAIL

MS OFFICE

MARKET KNOWLEDGE

REMITTANCE & CASH HANDLING

DRIVING :-OMAN & INDIAN LICENCE

ORGANIZATIONS

LULU INTERNATIONAL EXCHANGE (01/2023 - 09/2023)

FLA(FRONT LINE ASSOCIATE)

ABU MEHAD EXCHANGE (01/2015 - 01/2023)

MONEY EXCHANGER

VISHNU TRADERS (01/2014 - 12/2014)

ACCOUNTANT

LANGUAGES

ENGLISH

Full Professional Proficiency

HINDI

Full Professional Proficiency

MALAYALAM

Full Professional Proficiency

TAMIL

Full Professional Proficiency

PERSONAL DETAIL

DATE OF BIRTH: 26/04/1992

PASSPORT: V4263695

MARITAL STATUS : SINGLE

DECLARATION

I HERE BY DECLARE THAT ALL THE ABOVE FURNISHED INFORMATION'S ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.