

# ASIF ARULIPARAMBIL



## Education

MBA (Marketing Management) 2010-2012  
Bharathiar University, Coimbatore

PGDEM (Advanced Diploma in Event Management) 2007-2010

RVS College of Arts & Science, Bharathiar University Coimbatore

Bachelor of Science (B.ScHM) 2007-2010  
RVS College of Arts & Science, Bharathiar University Coimbatore

## Certifications

CCA (Certificate Course in Accounting / Tally prime with GST, GCC VAT)

Certificate in Computer Application  
(Microsoft advance Excel, MS Office)

## Languages

- ❖ English
- ❖ Hindi
- ❖ Urdu
- ❖ Malayalam
- ❖ Tamil
- ❖ Arabic

apasifmohammed@gmail.com

0569145831

## Summary

Seeking a stable position in a reputed firm, so that I can use my experience and knowledge for mutual benefits and growth.

## Expierence

SAAD EXCHANGE - May 2013 – Oct 2022

ASSISTANT.BRINCHARGE OPERATIONS / CASHIER-TELLER  
CUM REMITTANCE

(Al Madam, Sharjah/ Fujairah City/ Fujairah Sea Port, Fujairah)

- Supervising branch staff, providing guidance and support to achieve individual and team targets.
- Monitor and enhance customer service standards within the branches.
- Oversees daily branch operations, prepare regular reports such as - branch sales.
- Cash handling, customer service, balance drawer and managing petty cash.
- Purchasing and selling of foreign currencies.
- Handling cash transaction and exchanging currencies.
- Cash management (payment and Receipts).
- Sending money to various bank accounts through Wire Transfer in different countries
- Receiving and Sending money through instant money service like Instant Cash, Western Union, Xpress Money, Transfast, Uremit and ARY.
- Attend all the complaints and inquiries from the customer regarding their Bank transfer, fast remit and non-credit of transferable fund.
- Handling Wages Protection System (WPS), WPS account opening, & WPS salary disbursal etc.
- Scrutinize and Implementation of Govt. AML/CFT Policies.
- Well efficient in application SYMEX, LIVEX.

OFFICE ADMINISTRATOR

Ramee Group Ltd. Bangalore, India (JULY 2010-APRIL 2012)

## Personal Details

Date of Birth : 10/01/1988

Sex : Male

Nationality : Indian

Marital Status : Married

Visa status : Visit Visa

Driving license : Valid UAE Driving license