



# JUNAID P S

## Passionate Cashier Specialist

Dedicated and detail-oriented cashier with specialized expertise in Forex and Remittance services, committed to providing exceptional financial transactions and customer service.

Seeking to leverage 6+ years of experience in a reputable financial institution to facilitate seamless currency exchange and remittance processes.

## Contact

### Phone

+971 545708737

### Email

junaids1657@gmail.com

### Location

Dubai, UAE

## Education

### B.Com (Degree) 2017

Sree Ragavendra Research Foundation & Vishwavidyalaya – India

### IATA Consultant 2016

Canada Montearal

### GDS 2016

Amadeus, Abacus, Galileo

## Expertise

- Forex & Remittance
- Customer Support
- Accounting
- Cash Flow
- Reporting
- Customer Relationship
- Team Coordination
- Software Skills:
  - Casmex & IBoss
  - MS Office

## Language

English

Hindi

Malayalam

Tamil

## Experience

### CASHIER [Forex & Remittance]

Al Jazira Exchange, UAE- May 2021 – July 2023

- Managed currency exchange transactions for diverse currencies, ensuring accuracy and compliance with regulatory standards.
- Facilitated efficient remittance processes, executing timely transfers while maintaining stringent security protocols.
- Provided comprehensive information and guidance to customers regarding foreign exchange rates, fees, and transaction procedures, fostering trust and satisfaction.
- Collaborated with banking and compliance teams to ensure adherence to anti-money laundering (AML) and Know Customer (KYC) regulations.

### ACCOUNTANT Cum CASHIER

Akbar Travels Of India, UAE- Jan 2021 – Mar 2021

- Managed day-to-day accounting operations: financial management, accounts payable/receivable, general ledgers, cash flow, personnel admin, and inventory.
- Analysed financial data, prepared balance sheets, profit & loss statements, and summarised reports.

### FOREX EXECUTIVE

Mumbai International Airport- India 2017 – Mar 2020

- Cash Handling: Safely and securely handle cash, adhering to cash handling procedures, and ensuring accuracy in counting and recording currency.
- Customer Service: Provide exceptional customer service by assisting clients with their foreign currency exchange needs, answering inquiries, and addressing concerns in a professional and friendly manner.
- Rate Monitoring: Stay informed about current foreign exchange rates, market trends, and geopolitical events that may impact currency values. Adjust exchange rates accordingly based on market conditions.
- Handling daily cash transactions.
- Attend customer complaints & queries with greatest care.
- Handling both local and foreign currency.