









MANAL KASSEM BAZZI

TELLER

-  Female
-  27/3/1980
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-  Electra street Abu Dhabi

OBJECTIVE

A highly committed, motivated, and professional employee with 18 years of money exchange and finance experience in managing cash operations of a mid-size branch and in providing the best clients' credibility and services is looking for a challenging job where my experience and work relations can be utilized to achieve high value-added services.


SKILLS

Language:
English, Arabic



Skills:
a) Core Skills• Cash Operations & Analytics• Planning & Organization• High Integrity• Team leadership & Team Player• Problem - Solving and Decision making• Effective Communication• Advanced level of customer service• Ability to work under pressure and meet deadlinesb) IT Skills• MS Office

Computer:
Word, Excel, Powerpoint


EDUCATION

 **Full name of University/Organization**, Ajman university of science and technology Network
2002 - 2003
Bachelor Degree in Business Administration management

WORK EXPERIENCE

-  **ALFARDAN EXCHANGE**, Operations , Teller
2005 - 2023
Operations dept from 3 September 2005 till 13 April 2013 ,call center customer Service ,Dealing room checking the rate in market and purchase the currency with a good rate, Teller 2017 till December2023
-  **Al Maha medical equipment , Al Anood veterinary**, Secretary
JULY 2004 - AUG 2005
Secretary Checking for all outgoing and incoming fax,preparing for Quotations,Attending to all customers needs, selling our products to the customers, Filling.

TRAINING

 **AlFardan Exchange**, Effective customer service anti money laundering 2010,fraud risk management and whistle Blowing awareness training 26 sep 2012,Itisala Al Nazaha 26 sep 2012,cross selling customer service and product summary 24feb 2013,earth port process and module developed , Afex online (NextGen WT).
2010 - 2013
Training in Alfardan Exchange

PROFESSIONAL SUMMARY

About Me: Demonstrated professionalism reliability, initiative & positioned at various levels in the organizations, Great accomplishment

accomplishment.

EXPERIENCE

Teller Alfardan Exchange

REFERENCES

Majed Hr office ,047090900,047090437,
0501990258, Mohamed Alsayed 050 760 5000

KEY ACHIEVEMENT

- Managed and met all cash reconciliation deadlines.
- Trained tellers
- Developed strategies to enhance customer services
- Ensured compliance to banking standards, rules, and regulations

MANAL KASSEM BAZZI

Mobile: 0504168779

Bachelor Degree: Business Administration Finance Department