



# Salman Ahmed Khan

Cashier / Teller

## CAREER OBJECTIVE

I am willing to give total support to the organization that I shall be part of, to the best of my capabilities, to achieve the goals of the organization and create mutual benefits.

### Mobile:

971-55-2867247

### Email:

salmanahmad9381@gmail.com

### Address:

Dubai, United Arab Emirates

### Nationality:

Pakistan

## Banking Software

MYSS

CRM

CASH EXPRESS

### VISA Status:

30-March-2024

## Languages

### English

Professional Working  
Proficiency

### Hindi

Native

### Urdu

Native

## Work Experience

HBL Bank Limited, Pakistan | January 2019 - November 2020

- Worked as a Cashier / Teller

- **Responsibilities:** Starting the counter with the petty cash provided by the manager. Closing the cash at the end of the day, submitting the teller proof, and submitting the cash to the manager.

Jubilee Life Insurance, Pakistan | December 2020 - June 2022

- Worked as a Cashier / Customer Service Officer

- **Responsibilities:** Solving the problems of the customers relating to the transactions accordingly. Transfer the money locally to the Bank Accounts and to the Names. Dealing with customers directly and answering their questions and providing solutions accordingly. Receiving and payments to the customers according to the requirement of the transaction.

## Academic History

University of Sindh | January 2018 to December 2020

Completion of Bachelor's in Economics.

GOVT. Superior Science College | September 2016 Completed  
Pre-Medical

Excellent High School | June 2014 Completed Science

## Awards & Honors

-Certified by Global Institute (Pakistan) for completing Microsoft Word & PowerPoint in 2019

-Participated as a bowler in cricket (2014) in Young Stars Team, Karachi (2015)

## Skills

- Technically proficient in Microsoft Word & PowerPoint
- Decent Communication Skills
- Fluent with Martian Software. (Integrated Hospital Management System).

## Co-Curricular activities

- Cricket
- Analysis of Cricket
- Travelling
- Exercise