



MOHAMMED THALHA

MOBILE : 971507034081

EMAIL : mohammedthalha23@gmail.com

LINKED IN : <https://www.linkedin.com/in/mohammed-thalha-79a62920a>

ADDRESS : Al Falah Street, Abu Dhabi ,UAE.

PERSONAL DETAILS

Nationality : Indian

Passport Number : W1301696

D.O.B : 23-12-1992

Marital Status : Married

Gender : Male

OBJECTIVE

Seeking a suitable position in an Organization that provides me with an opportunity to grow and learn, and help me to achieve my personal as well as organizational goals.

EDUCATION

- **BE**–Anna University September 2010 – April 2014
- **HSC** –State Board June 2009 - Febraury 2010
- **SSLSC** –State Board June 2007 - March 2008

PERSONAL SKILLS

- Work independently.
- Quick learner
- Good communication skills.
- Ability to learn new skill & technique.
- Ability to finish the work in time.
- Planning and Management

TECHNICAL SKILLS

Software's known : MS Office and Adobe Photoshop.

OTHER SKILLS

- Team work
- Responsibility
- Creativity

WORK EXPERIENCE

Sales Consultant at Travelex Emirates Exchange LLC Auh Airport-Dec 2022-Till Now

- Buying and selling of foreign currency and other products.
- Delivering excellent customer service by identifying customer needs and offering them suitable products available.
- Maximizing sales by following the sales processes developed by the company.
- Managing till stocks efficiently.
- Achieving and exceeding the individual targets and contributing to the success of the team.
- Complying with company policies and procedures, and AML process.
- Undertaking company training when required.
- Handling the team and supporting the team in achieving sales target; monitoring the team performance Delivering excellent customer service by identifying customer needs and by offering and providing them with feedback; compiling day end reports, ordering and selling foreign currency from dealers and maintaining stocks, Performance management and ensuring staffs follow the procedures.
- Monitoring the performance by conducting monthly performance review and reporting to the Team Manager.
- Preparing and managing the KPI report of every staff and report to the Team Leader.

Teller and FC cashier at Universal exchange center Abu Dhabi Dec2017-Sep2022

- Handling Home Remittance.
- Dealing with foreign currency notes
- Customer Relationship Management
- Preparing and managing the uploading of WPS payroll salary files.
- Customer Complaint Handling.
- ATM Management.
- Branch Operation.

DECLARATION

I hereby declare that the details furnished above are true to the best of my knowledge and belief.

Thalha