



## MOHAMED ADEL ELSHEKH

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### Profile

- Comes with 12 years' experience in Banking, Financial services and Exchange industry, with a processing of remittances background & experience as well.
- Managing critical Main branches and cluster of branches for achieving AOP targets • Highly experienced in fostering a team-based culture, ensuring positive interactions across the organization and with all control aspects.
- participated in business development For Arabic corridors with Arabic correspondence banks and Exchanges

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### Work History

**Branch Manager (Acting Area Manager)**

**AL FARDAN EXCHANGE**

**Location: SHARJAH -CLOCK TOWER MAIN BR**

**(JAN 2021 -Till Present)**

### Job Description

- Managing all branch operations as per business requirements.
- Maximizing branch revenue by optimizing daily operations and increasing efficiency.
- Consistently increasing business income by developing key customers relation ships.
- Team management and driving the team to achieve set targets as per AOP.
- Registering of new corporate & building strong relations with HNI customers for business improvements.
- Foreign currency exchange establishes relationships with other corporate-dealers and Hni customers for getting maximum revenue to company.
- Arabic corridor in charge for coordinating with Arabic banks and arrange activities for cross selling of service to customers.

- AML compliance guiding staff to follow all policies and government regulations.
- Acting as area Manger & handling of 12 Branches for achieving strategies and set targets.

**Branch Manager**  
**ALFARDAN EXCHANGE**

**Location: (NAKHEEL MALL DUBAI)**  
**(JAN 2019 -JAN2021)**

### **Job Description**

- Develop and implement the company strategy for the development and management of the branch. • Lead, develop, and mentor the team for achieving AOP targets.
- Monitor operation and center of excellence team to ensure achieving business goals.
- Registering of new corporate, mall stores & building strong relations with HNI customers for business improvements.
- Visiting corporate, Hotels and set FCY relationship and deals

**Front Office Supervisor Main Teller**  
**AL FARDAN EXCHANGE**

**Location (Ajman UAE)**  
**(JAN 2013 -JAN2019)**

### **Job Description**

- Handling and managing all cash transactions for branch operations.
- Lead and mentor the team for achieving AOP targets.
- Leading team for cross selling and marketing activities.
- Preparing compliance reports and customers Due diligence reports.
- Branch in-charge for branch operations and planning activities.

**Operations specialist & Arabic bank relationship in charge**  
**AL FARDAN EXCHANGE**

**Location (Bur Dubai)**  
**(JAN 2009 -JAN2013)**

### **Job Description**

- Arabic corridor handling the complains and quires for Arabic correspondence.
- monitoring funds for branches and covering funds by local banks.
- preparing monthly reports for value added services for branches.
- VIP corporate accounts handling and processing corporate transactions.
- SWIFT preparing and verifying transactions for correspondence banks.

### **Top Achievements Highlights (Al Fardan Exchange)**

- Best Branch Manager on Dubai area for the year 2021
  - Best Branch Manager overall country For year 2022
  - Highest Branch revenue generation for the year 2023
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### **Education**

- B S C (Faculty of COMMERCE &Business Studies) Menoufiya 2007 University.
- CMA (2020)

### **LinkedIn**

<https://www.linkedin.com/in/mohammed-adel-el-shekh-7ba08842>