



FAHAD AHMED

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Dubai, UAE

OBJECTIVES

Dedicated customer service professional with years of experience in handling high-volume inquiries and resolving issues efficiently. Looking to bring exceptional communication skills and a customer-centric approach to support team.

PERSONAL DETAILS

Date of Birth : 26-05-1998
Gender : Male
Marital Status : Married
Nationality : Pakistan

LANGUAGES KNOWN

English
Urdu
Hindi

PASSPORT DETAILS

Passport No : BK1188471
Date of Issue : 03-05-2023
Date of Expire : 02-05-2033
Visa Status : Employment Visa

EDUCATION

Bachelor of Science
University of Punjab -Pakistan

Govt Post Graduate Degree
Mandi bahauddin -Pakistan

PROFFESIONAL WORK EXPERIENCE

Company Name: SUFI CITY HOUSING SOCIETY
Position : Customer Service Reperentative/Cashier
Duration : 2021 To 2024 April
Place : Dubai - UAE

Duties & Responsibilities

- Accurately handle cash, credit, and debit transactions, including currency exchanges, using cash registers
- Greet customers, assist with their transactions, and address any inquiries or concerns with professionalism and courtesy..
- Maintain accurate cash records, reconcile cash drawers, and report any discrepancies.
- Stay updated on products and services to offer knowledgeable support
- Maintain accurate records of customer interactions and transactions.

SKILLS

- Strong communication, patience, and empathy to handle customer interactions effectively and address queries or concerns
- Proficiency in basic arithmetic and attention to detail to ensure accurate handling of cash and transactions.
- Efficient time management and attention to detail to handle multiple transactions and maintain accurate records
- High level of honesty and confidentiality in managing cash and sensitive information.
- Quick adaptation to changes, effective conflict resolution, and ability to address discrepancies or issues that arise

DECLARATION

I hereby declare that all the information furnished above is true to the best of my knowledge and belief.