

# NOUSHAD JAMALUDEEN

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📍 Jamal Abdul Naser St, Al Majaz 2 - Sharjah - United Arab Emirates



## OBJECTIVE

Highly focused and analytical bank teller with over ten years of experience providing excellent customer service by handling multiple requests, answering concerns and managing cash and accounts. Excited to contribute strong attention to detail and customer service skills matches with bank teller and Customer Service Executive.

## EXPERIENCE

10/01/2020

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20/08/2022

### Customer Service Executive/Assistant Branch Supervisor

Universal Exchange Center - Dubai, United Arab Emirates.

- Worked as the role of Assistant branch supervisor and Chief cashier.
- Branch marketing executive, junior Officer, forex dealer.
- Assisted customers with different transactions like Home Remittance, Western Union, U remit.
- Processed banking transactions including account transfer, inward remittance and foreign currency exchange, WPS filing.
- Contribute to marketing campaigns that promote products and services.

15/08/2008

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30/12/2018

### Customer Service Associate/Front Desk Officer

Bank Albilad - Enjaz Banking Services. Jeddah-Saudi Arabia

- Customer Service
- Handling Bulk amount of cash
- Remittance staff
- Forex Dealer
- Marketing and Field work Initiation
- Promoter of TransFast transactions, providing product explanation and educating customers.
- Addressing and resolving customer complaints or concerns gently and professionally

15/03/2006

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10/01/2008

### Marketing Executive / Sales Representative

Al Gharib Supermarket & Department Stores- Riyadh, Saudi Arabia.

- Supporting the Store Manager in the daily business operations of the store.
- Supervising employees, Communicating and Helping customers.
- Handling Administrative duties.
- Purchase inventory based on current trends, Availability of new products and customers interest.
- Keeping strong relationships with customers to ensure proper service, Promoting offers.
- Handling cashier duties in a fast paced environment, with genuine manner and sincerely.

## EDUCATION

2003

### Microsoft Office

D Tec C

2002

### Bachelor Of Science

Kerala University  
First Class

## LANGUAGES

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Malayalam

Hindi

English

Arabic

## SKILLS

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•Communication •Creative •Computer knowledge •Problem solving •Team work •Leadership •Interpersonal. •Sales and Marketing Skills

## ADDITIONAL INFORMATION

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Date of Birth:30/05/1982

Passport Number:V6434272

Nationality:Indian

Visa Status:Visit Visa

Expire Date:22/07/2025

## ACHIEVEMENTS & AWARDS

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•Successful completion of detecting Counterfeiting and Forgery, communication skills and remittance product from SAMA and Bank Al Bilad •Successful completion of Terrorism Financing, Islamic Banking Awareness Programme,Bussiness continuity management,Information security and Anti Money Laundering from BANK AL BILAD,Ferg Thomson Reuters. •Certificate of Appreciation from Western union,TranstFast, United bank Ltd.

## DECLARATION

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I confirm that the information provided in this resume is accurate and complete to the best of my knowledge.