

MOHAMED ASARUDEEN SAYAD BARAK

(TELLER / CASHIER)
Jebel Ali, Dubai, U.A.E

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PROFILE

Energetic Counter Cashier with broad experience in customer service and cash handling. Skilled in managing transactions, resolving customer inquiries, and maintaining a clean and organized work environment. Strong ability to multitask, ensuring smooth operations during peak times. Committed to providing exceptional service and enhancing customer satisfaction.

EMPLOYEMENT HISTRY

Operations Executive, ATS SHIPPING LLC-JAFZA(Dubai) Feb-2025 – Present

- ❖ Processed payments by cash, cheque, or card to complete transactions.
- ❖ Maintained clean, tidy and organized checkout areas.
- ❖ Managed cash and card payments, ensuring accurate financial transactions and minimizing discrepancies.
- ❖ Coordinated the submission and retrieval of technical documents, including drawings and specifications, to support project timelines.
- ❖ Implemented document control procedures to maintain accuracy, accessibility, and security of critical records.

Store In charge, BASKIN ROBBINS (Dubai) Apr 2021- Jan 2025

- ❖ Company Overview: Galadari Ice Cream LLC.
- ❖ Delivering excellent customer service to ensure high levels of customer satisfaction.
- ❖ Motivating the sales team to meet sales objectives by training, mentoring, and supporting staff.
- ❖ Creating business strategies to attract new customers, expand store traffic, and enhance profitability.
- ❖ Making monthly inventory.
- ❖ Experience with point of sale (POS) systems and cash handling skills.
- ❖ Settle down the bank deposits.
- ❖ Document maintenance.
- ❖ Every day, monitor sales and stock controls.
- ❖ Every month stock counting and stock variances are handled.

Senior Officer, ICICI BANK LTD (Tamil Nadu, India) Jan 2020 – Mar 2021

- ❖ Handled request for all information on retail products and services.

- ❖ Achieving the targets of cross-selling by own selling skills handling savings, current accounts, fixed deposits, loans and advances, involved in fund management for branch as well as extending priority banking services.
- ❖ Coordinated with customers on account requirements.
- ❖ Market bank product and programs.
- ❖ Managed customers' questions.

Sr. Associate-Branch Operations, HDFC LIFE (Tamil Nadu, India) Aug 2018 – May 2019

- ❖ Company Overview: Life insurance company Ltd
- ❖ Managing customer service operations, ensuring customer satisfaction by achieving delivery quality service quality in the shortest possible time.
- ❖ Provided value-added customer services, attending customer queries and issues handling customer grievances.
- ❖ Documents controlling and office administrator.
- ❖ Branch handing for maintained issue.
- ❖ Sales of insurance policy and cross sale products.

Sales Executive, IPROCESS INDIA (P) Ltd (Tamil Nadu, India) Feb 2016 – Aug 2019

- ❖ Analyze applicants' financial status, credit, and property evaluation to determine loan facility.
- ❖ Knowledge of residential mortgage processing, underwriting, and closing procedures.
- ❖ Originating and servicing mortgage loans.

EDUCATION

Government college of Arts & Science

Jun 2013 – May 2015

- ❖ M.com (Financial Management)

LANGUAGE

- ❖ English , Tamil, Malayalam

SKILLS

Computer skills
Critical Thinking Problem Solving
POS & Cash Handling
Ability to work in a Team
Ability to work Under Pressure

Customer Services
People Management
Decision Making
Planning and Organizing
Adaptability

PERSONAL DETAIL

Date of birth:22/11/1991
Marital Status: Married

Nationality: Indian
Visa Status: Employment