

Shakirullah Amin

Cashier/Teller

✉ shakirullahamin20@gmail.com

☎ 0547030395

📍 Jabel ali, Dubai

📅 04-03-1996

🚩 Pakistani

📄 Employment

Education

2017 – 2021 Charbagh, Pakistan	Bachelor degree <i>University of swat</i> Genetic analysis, testing, research & Bioinformatics tools
2014 – 2015 Balogram, Pakistan	FSc (10+2) <i>GHSS</i> Strong foundation in medical sciences, including biology, chemistry, physics, and mathematics.

Professional Experience

2023 – present Dubai, United Arab Emirates	Safety & Security <i>DP World</i> Conducted risk assessments to identify potential security threats and vulnerabilities. Monitored CCTV cameras and alarms to detect and respond to security breaches. Managed access to secure areas, ensuring only authorized personnel entered. Developed and implemented emergency response plans, including evacuation procedures. Implemented and enforced security protocols to protect people, assets, and data. Threat Identification: Identified potential security threats and took proactive measures to mitigate risks. Worked with law enforcement and other stakeholders to ensure a safe and secure environment.
2022 – 2023 Abu Dhabi, United Arab Emirates	Cashier <i>Dominion Decor</i> Managed daily cash transactions exceeding to ensure accurate handling and customer satisfaction.
2019 – 2021 Mingora, Pakistan	Cashier/Teller <i>NRSP Bank</i> Processed customer transactions, including deposits, withdrawals, and payments. Managed cash and negotiable instruments, ensuring accuracy and security. Provided exceptional customer service, responding to inquiries and resolving issues. Utilized banking software and systems to process transactions and manage accounts. Maintained confidentiality and adhered to financial regulations and security protocols. Developed strong numerical skills, handling cash handling and counting tasks. Worked effectively in a fast-paced environment, prioritizing tasks and managing multiple transactions.
2015 – 2019 Mingora, Pakistan	Mobile technician & Marketing+Sales <i>Zaib Mobiles & Repairing</i> <ul style="list-style-type: none">• Spearheaded customer service initiatives, enhancing customer satisfaction and retention.• Pioneered mobile device repair techniques, reducing repair time.• Analyzed market trends to identify lucrative opportunities, driving growth in sales and services.

Skills

Cash handling



Accurate handling of cash, counting, and reconciling cash drawers.

POS system



Proficiency in using POS systems to process transactions and manage sales.

Communication



Effective communication skills to interact with customers, colleagues, and management

Security and Compliance



Knowledge of security protocols and compliance with financial regulations.

MS Office



Proficient in creating and editing documents, including formatting, templates, and mail merges.

Skilled in creating and managing spreadsheets, including formulas, charts, and data analysis.

Experienced in creating engaging presentations, including design, animations, and multimedia integration.

Familiarity with email management, calendar organization, and task management.

Customer service



Providing excellent customer service, responding to inquiries, and resolving issues.

Banking software



Familiarity with banking software and systems.

Languages

• English

• Urdu/Hindi

• Pashto

Profile

Experienced cashier/teller with a passion for delivering outstanding customer service and ensuring seamless financial transactions. Over 5 years of experience in banking/retail environments have equipped me with the skills to handle complex customer situations and drive sales growth.

Certificates

• Information technology

• Hardware and Networking

• SEC- Safety Memo

• Dealing Emergencies

Courses

03/2025

Handling difficult customer

Dubai,

We one

United Arab Emirates

Remaining calm under pressure.

Empathy and understanding.

Effective communication.

References

Available upon request

Declaration

I hereby declare that the information provided in this CV is true and accurate to the best of my knowledge. I understand that any false or misleading information may lead to my application being rejected

Shakirullah Amin