

SUFAIL K

REMITTANCE CLERK / RELATION EXECUTIVE / CASHIER

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Immediately Available, Visa Status: Visit Visa



Objective

To obtain a challenging position in the finance sector where I can utilize my analytical skills, financial knowledge, and attention to detail to support business decisions and contribute to organizational growth

Experience

CASHIER / CLERK - MUTHOOT FINCORP (1st October 2023 to 16th May 2025)

RELATION EXECUTIVE - ALZA INCORPORATION (1st August 2022 to 31st September 2023)

Area Of Expertise

- Answer customer inquiries and provide information on various banking products and services.
- Count and verify cash, cheques, and other financial instruments to ensure accuracy.
- Maintain accurate records of all transactions, including customer information and account details.
- Providing excellent customer service.
- Handling cash transactions accurately.
- Managing customer accounts.

Education

- BACHELOR DEGREE IN COMMERCE - IGNOU UNIVERSITY, DELHI, INDIA
- DIPLOMA IN COMPUTER APPLICATION, BUSINESS ACCOUNTING AND MULTILINNGUAL D.T.P

Skills & abilities

- Customer Service
- Good Problem Solving
- Cash Handling
- Team Work
- Communication
- Leadership
- MS Office

Languages

- English
- Arabic
- Hindi
- Malayalam
- Kannada
- Tamil

DECLARATION

I hereby declare that the above furnished details are true and correct to the best of my knowledge and belief.