



YUAN S. BRIONES

CONTACT

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📍 Sedra 4 Building, Al Muraqqabat St. Deira, Dubai. United Arab Emirates

SKILLS

- Proficient in Microsoft Office (Word, Excel, PowerPoint)
- Computer Literate
- Time Management
- Team Work
- Cash Handling
- Attention to detail
- Customer service
- Prioritizing Task

LANGUAGES

- English
- Tagalog

REFERENCES

Shyam Prasad

Al Razouki International Exchange
(Branch Manager)
971554614122

Anne Rivera

Advance Microfinancing Corp -
(Senior Staff)
+639197223468

Harfernee Tomas

7-Eleven Philippines
(Branch Manager)
+639916849742



PROFILE

I am a reliable and detail-oriented professional with experience in cash handling, customer service, and remittance processing. Skilled in managing transactions accurately and providing excellent support to clients. I am committed to following compliance procedures and ensuring smooth daily operations. I work well in fast-paced environments and communicate effectively with customers and team members.



WORK EXPERIENCE

Al Razouki International Exchange

2025 - PRESENT

Teller

- Process domestic and international money transfers for customers
- Handle cash transactions accurately and securely
- Assist customers in sending and receiving remittances
- Verify customer identification and required documents
- Follow KYC and AML procedures to ensure compliance
- Manage currency exchange and provide correct exchange rates
- Check for counterfeit bills and report suspicious activity
- Balance cash drawer at the end of each shift
- Provide friendly and professional customer service
- Maintain accurate records of transactions and reports
- Prepare accounting reports detailing total money handled

Advance Microfinancing Corp (Philippines)

2024 - 2025

Credit Counselor

- Collect money from borrowers with due or late payments
- Call clients to remind them of upcoming or overdue payments
- Explain payment terms and loan details to borrowers
- Record all collection calls and payment updates
- Report unpaid or delayed accounts to the supervisor

7-Eleven (Philippines)

2022-2023

Cashier

- Handled cash and card payments accurately and quickly
- Provided friendly and helpful customer service
- Balanced cash register and cash drawer at the end of each shift
- Assisted customers with questions and resolved issues
- Restocked shelves and kept checkout area clean and organized



EDUCATION

Bachelor of Science in Information System

2020- 2024

Major in Business Analytics

Tarlac State University
(Cum Laude)

SOFTWARE PROFICIENCY

- CASMEX
- RIA
- TRANSFAST
- INSTANT CASH

TRAININGS

○ Dynatech Consultancy Training (UAE) 2025

- First Aid
- Trained in emergency response, including CPR, wound care, and injury management. Able to provide immediate care in medical emergencies until professional help arrives.

- Fire Fighting
- Knowledge of fire prevention, safe evacuation procedures, and use of fire extinguishers. Trained to respond to fire emergencies safely and effectively.

○ Al Razouki International Exchange

- Anti-Money Laundering (AML) 2025
- Familiar with AML policies, customer due diligence (CDD), and reporting suspicious activities to ensure compliance with financial regulations.

Yuan Briones
Signature