

NAVEEN DP

Assistant Branch Manager,sales Associate, cashier

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EXPERIENCE

ABM & Cashier

AMAN EXCHANGE

08/2022 - 10/2024 Kuwait

Forex and Money transfer company.

- Developed business in foreign exchange, targeting corporate clients and banks.
- Handled cash transactions, achieved branch targets, managed customer complaints and queries.

Cashier, Sales Executive & Inventory Management

XIAOMI (MI) India

07/2018 - 06/2022 India

Retail industry (Electronic).

- Managed sales, customer service, and cash handling.
- Handled POS transactions, inventory management, and day-end reconciliation.

Cashier & Sales Executive

SSB MONEY EXCHANGE PVT LTD

02/2016 - 06/2018 Bangalore, India

Foreign exchange & remittance company.

- Managed branch operations, including currency exchange.
- Collected cash from field executives and managed accounting entries.

Senior Cashier/ Compliance Officer

LeelaMegh Exchange

11/2013 - 12/2015 Dubai, UAE

Forex and Money transfer company.

- Developed foreign exchange business through corporate and banking relationships.
- Handled cash management and customer service.

Forex Manager, Accountant and Business Developer

UNIVERSAL X-CHANGE

02/2010 - 12/2012 India

Forex, Ticketing & Money Transfer Company.

- Developed business relationships with corporate and travel agents.
- Managed branch operations and resource utilization.

SUMMARY

I am Naveen DP, a dedicated professional with extensive experience in cash handling, sales, and customer service in the Forex and retail sectors. Over the years, I have successfully managed operations across various companies, focusing on relationship building and achieving sales targets. I am passionate about delivering excellent service and continuously seek to develop my career in management while optimizing operational processes.

STRENGTHS



Relationship Management

Established strong relationships with corporate and retail clients.



Operational Expertise

Skilled in sales, customer service, and operational efficiency.

KEY ACHIEVEMENTS



Customer Service Excellence

Increased customer retention and satisfaction through superior service.



Sales Target Achievement

Achieved target sales through effective business development.

SKILLS

Business Development

Cashier

EXCEL

KYC

ms office

powerpoint

Swift

Tally

Windows

Customer Service

Cross selling

Erp

EXPERIENCE

Forex Executive and Back End Operations

UAE Exchange & Financial services ltd

📅 06/2008 - 03/2009 📍 India

Forex & Money Transfer Company.

- Supervised retail and wholesale operations for currency sales.
- Managed traveler's cheques and forex transfers.

Data Management Operator/Sales Support Executive

Citi Corp Finance

📅 04/2007 - 03/2008 📍 India

Commercial Vehicles Finance.

- Managed data for finance approvals.
- Supported sales operations and data management.

EDUCATION

Bachelor of Commerce

Bangalore University

📅 06/2003 - 05/2007 📍 Bangalore, India

INTERESTS

✓ Career Aspirations

Seeking career advancement in management while delivering exceptional service.