

KUSHAN KUMUDU NANDASIRI

BANK CASHIER TELLER

No Villa 69, Al Satwa, Dubai, United Arab Emirates.
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0567354651

SUMMARY

I am motivated to join your team and utilize my talent to make a positive impact on your organization's success, while continuously learning and growing in a dynamic work environment. Dedicated and detail-oriented Bank Cashier with proven experience in handling financial transactions, customer service, and cash management. Skilled in processing deposits, withdrawals, and account services with accuracy and efficiency. Strong knowledge of banking procedures, compliance standards, and fraud prevention. Adept at providing excellent customer support, cross-selling banking products, and maintaining accurate records while ensuring confidentiality and security.

WORK EXPERIENCE

Crew Member

February 2024 — Currently

**Americana Restaurant LLC ,
Al Riqqa. Dubai.**

- Provided fast, friendly, and efficient customer service in a high-volume environment.
- Accurately took and prepared customer orders while following company standards and food safety guidelines.
- Assisted in maintaining cleanliness and organization of dining, kitchen, and work areas.
- Operated POS systems to process cash, card, and mobile payments quickly and accurately.
- Supported team members to ensure smooth daily operations and timely service.

Bank Cashier

**People 's Bank PLC
Weliweriya Branch
Sri Lanka.**

January 2016 — 2017 April

- Process customer transactions including deposits, withdrawals, transfers, and loan payments.
 - Handle cash, checks, and other negotiable instruments accurately and securely.
 - Balance cash drawer daily, reconciling discrepancies promptly.
 - Assist customers with inquiries regarding accounts, products, and services.
 - Promote and cross-sell bank products such as savings accounts, credit cards, and online banking.
 - Maintain compliance with bank policies, security procedures, and regulatory requirements.
 - Identify and escalate suspicious activities in line with anti-money laundering (AML) and fraud prevention guidelines.
 - Provide support to branch operations as needed.
 - Trained new team members on POS systems, customer service, and store procedures.
 - Supported upselling and cross-selling to increase daily sales revenue.
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EDUCATION

Bachelor of Art, Gangodawila, Nugegoda, 2017 — 2020
University of Sri Jayewardenapura

Post Graduate Diploma in Archaeology, 2022
University of Kelaniya.

Diploma in tamil Language - 2021
University of Colombo.

LANGUAGE

- English 
 - Hindi 
 - Arabic 
 - Tamil 
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SOFT SKILLS

- **Communication Skills** – Clear and professional interaction with customers and team members.
- **Teamwork** – Ability to collaborate effectively in fast-paced environments.
- **Problem-Solving** – Handling customer concerns and resolving issues quickly.
- **Adaptability** – Flexibility to take on different roles and adjust to changing priorities.
- **Time Management** – Managing tasks efficiently during peak hours.
- **Attention to Detail** – Accuracy in transactions, order handling, and stock management.
- **Customer Service Orientation** – Focus on delivering a positive customer experience.
- **Conflict Resolution** – Managing difficult situations calmly and professionally.
- **Work Ethic** – Reliability, punctuality, and commitment to responsibilities.
- **Multitasking** – Balancing multiple duties without compromising quality.

I solemnly declare that all the above information is correct to the best of my knowledge and belief.

03/09/2025

KUSHAN NANDASIRI
