



Ryan Denwer

Customer Service Officer

My Contact

✉ ryandenwer@gmail.com

☎ +971581609882

📍 Deira, Dubai, UAE

Hard Skill

- Good Interpersonal skills
- Financial modeling and reporting
- Data mining and analysis
- Financial accounting
- Cash Handling
- Computer Literacy | MS Office Pack

Soft Skill

- Observation
- Decision making
- Communication
- Multi-tasking
- Self Motivation

Education Background

- **ESOFT Metro Campus**
Diploma In Business Management
Pending Results
- **St. Peter's College Colombo 04**
General Certificate of Education
Advanced Level Examination.
Completed in 2015
- **St. Peter's College Colombo 04**
General Certificate of Education
Ordinary Level Examination.
Completed in 2012

Language Skill

- English
- Sinhala

About Me

I am a professional Customer Service Officer with over 5 years experience in handling clients. My unique professional experience stems from years of providing excellent customer support, creative problem solving and building customer loyalty.

Professional Experience

LOLC Development Finance PLC | Customer Service Officer
2017 – 2022 | *Sri Lanka*

Key responsibilities:

- To provide superior and efficient customer service through accurate and timely coordination.
- Safeguard the confidentiality of all information pertaining to Company and the Organization obtained externally or internally during the course of employment and refrain from divulging the same to any third party.
- Completion of documentation required in accepting.
- Handling clients of Individual Loan / Leasing / Fixed Deposits / ATM Cards and Savings Accounts.
- Support in cross selling the company's financial solutions to Organization clientele.
- Perfecting Legal documents as per approval conditions.
- Prepare Registration Of Motor Vehicle (RMV) documents.
- Handling Safe Key.
- Handling the role of Cashier.
- Handling the role of IT Coordinator.

Regional Development Bank | Trainee Student

2016 – 2017 | *Sri Lanka*

Key responsibilities:

- Handling Loan files and keeping records.
- Supporting to Senior Management Staff for Loan approval process.
- Preparing meeting reports and provide it to relevant parties.
- Supporting to promotion campaign to uplift the Savings and Lending.

Personal Details

• Full Name	Ryan Denwer Bartholomeusz
• Gender	Male
• Passport Number	N9702622
• Date of Birth	07/02/1996
• Age	27 Years Old
• Nationality	Sri Lankan
• Visa Status	Visit Visa
• Visa Expiry Date	24/04/2023
• Marital status	Married