

# MALLESH M

## Fc Cashier&Bank Teller

### My Contact

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📍 Kistampet Village, Raikal  
Mandal, Jagital Dist, Telangana

### Skills

- ↓ OPERATIONAL EXCELLENCE
- TASK DELEGATION SERVICE QUALITY & SALES
- ACCOUNTING AND HR FUNDAMENTALS
- STAFF AND CUSTOMER MANAGEMENT
- CASH MANAGEMENT, FOREIGN CURRENCIES AND REMITTANCES
- STRONG MATHEMATICAL SKILLS 7. ABILITY TO WORK UNDER PRESSURE
- CRITICAL THINKING AND PROBLEM SOLVING

### Education

• HSC: Secured 81% of marks in science  
"S.V Junior college" in the year 2009-2011,  
Jagital,  
TELANGANA, HYDERABAD.

High school Secured 70% Marks in Z.P.H.S  
High school Allipoor, Telangana

### Personal Details

- Date of Birth: 26 Jun 1994
- Marital Status: Married
- place of Birth: India
- Language known: English, Hindi, Telugu, Tamil, Basic And Basic Arabic
- Nationality: Indian

### About Me

With a warm and friendly demeanor. Energetic management professional well-versed in staff and customer management. Emphasizes process improvement to increase profits and customer satisfaction. Rapidly builds rapport with customers and employees. Talented at leading team sales processes. Strong administrative skills as well as solid knowledge of financial services products.

### Work Experience

**Organization :** Redha Al Ansari Exchange (Dubai)  
**Job Profile :** Fc Cashier&Bank Teller(2019-2023)

#### Key Responsibilities:-

- Delivered Excellent Customer Service
- Buying and selling foreign currencies
- Detecting fake notes local and foreign currencies
- Handling bulk cash at the counter
- Fully investigate over and shorts (differences) and report
- Doing Vat Payments thru federal authorities
- Cross-sell products and introduce new ones
- Provide excellent customer service to ensure satisfaction
- Submitting daily reports to Branch Manager
- Holding customer queries and solving their various problems
- Adhere to company and location policy and procedures including Audit, Risk, Health & Safety, Security and customer service requirements
- Maintain the branch clean and tidy checkout areas

### Previous Experience

**Organization :** Economic Exchange Centre (Dubai)  
**Job Profile :** Cashier&Bank teller  
**Duration :** Oct 2016-Dec 2018