



SYED AMEERUDDIN

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Senior Business Development Officer

Seeking challenging assignments with a leading organization that would help me cultivate and nurture my skills with an opportunity to display my talent and become an asset to the organization.

Areas of Expertise:-

- Sales, Marketing & Customer Service Specialist.
 - Excellent Communication Skills and good business analyst Skill.
 - FinTech, E-Commerce, Banking, Financial Services Industry.
 - Cross-Border Money Transfer | Global E-Payments C2C, B2B, B2C.
 - Foreign Exchange, Swift, Prepaid Cards & Gift Cards.
 - Set up the SOPs, CRM & Payment- as- Services (PaaS).
 - Payment Software-CCPP (Cross Country Payment Platform).
 - Internal Audit and KYC Analysis & AML, CIP Compliance Specialist.
 - Business Acumen & Strong Admin and Office Management.
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CAREER GLIMPSE ----- ORGANIZATIONS SCAN

1) ENTERWTO PAYMENT SERVICES PROVIDER | E-Payment Company in Dubai. 12/2015 – 03/2023.

Worked as Senior Business Development Officer.

Headquarter in Dubai and associate Companies in (US, Canada, UK, Europe, HK & China).

Key Responsibilities include

- Introducing SOPs for Seamless E-Payment Solutions.
- Responsible for End to end Payment Solutions.
- Setup a Fee Structure in E-Payments.
- Dealt with Internal Onboarding, Audit, and Compliance Process.
- Maintaining/developing client relationship and business opportunities.
- Providing a high quality, tailored and cost effective service to Merchants.

Client Relationships:

- Develop a Sales Plan for Enterprise Accounts.
- Responsible for lead generation and appointment setting.
- Responsible for Pre-Sales contract and collect documents & further follow up.
- Responsible for strategic alliances and the Customers onboarding process.
- Developing a healthy sales pipeline.
- Support the overall Business development strategy for all products, including identification of key segments & accounts and definition of customer propositions and key messages.
- Presenting to potential clients through direct communication in face-to-face meetings, telephone calls, virtual meeting, and emails.
- Maintain channels of effective communication through Social Media Platforms.
- Creating/following go to market strategies in line with company policy and plan.
- Develop appropriate relationships with potential customers with the intention of winning profitable business.
- Support the execution of the sales strategy by identifying opportunities for revenue growth in key accounts.
- Cold calling to arrange meetings with potential customers to prospect for new business.
- Identify and secure business from new and existing customers and ensuring customer's satisfaction.
- Set up the SOPs (Standard operating procedures) for merchant services operations and Introduced Business modules for the UAE Market & GCC Market.
- Develop and maintain financial channels such as HNI, Corporates, Merchants, Fintech companies, MSO Companies, E-Commerce according to the company's business development.

2) UAE EXCHANGE & FINANCIAL SERVICE LTD., INDIA 02/2001 – 10/2015.
Worked as Regional Audit Manager, Branch Manager, Senior Officer & Officer.

Key Responsibilities include: Regional Audit Head Responsibilities:

- Conducts assigned audit engagements successfully from beginning to end.
- Physical checking the inventory count – CN/FC/TC/FCDD/Debit Cards/Gold ornaments.
- Conduct or direct the internal investigation of compliance issues.
- Inquiring of management to gain an understanding of the organization itself, its operations, financial reporting, and known fraud or error.
- Maintain documentation of compliance activities, such as complaints received or investigation outcomes.
- Discuss emerging compliance issues with management or employees.
- Collaborate with human resources departments to ensure the implementation of consistent disciplinary action strategies in cases of compliance standard violations.
- Prepare management reports regarding compliance operations and progress.

Branch Manager Responsibilities:

- Accountable for overall performance of Retail and Wholesale business development.
- Accountable for Buying & Selling Foreign Exchange, Selling FX (DD/TT/TC/FX Prepaid Cards).
- Expertise in Transfer of Funds, Inward and Outward Remittances, Foreign Exchange,
- Managing overall remittance operations and outward payments through SWIFT and Processing & Transmission of Electronic Transfers, Online, RTGS & NEFT transactions, and resolving queries.
- Accountable for processing and transmission of Money remittances to the various banks; conducting verification of the transactions to comply with the AML/CIP/KYC and risk category assessment.

Financial System and Controls:

- Record of all transactions and Handling office accounts, accounting of day to day transactions.
- Accounting of all receipts, payments, deposits, income and expenditures product wise.
- Handles full spectrum of Financial and Cost Accounting roles – Accounts Receivable (AR), Accounts Payable (AP) and General Ledger (GL).
- Perform full set of accounts and ensure timely closing of accounts.
- Responsible for timely monthly consolidated financial statements, cash flow statement and pre-paring budget and reviewing and reporting to submission to HO.
- Deals with the bank in all banking transactions and responsible for monthly bank reconciliation.
- Administrating maintenance of books of accounts, inclusive of P& L accounts, Balance Sheet and Trial Balance with finalizing of quarterly, half yearly and annual accounts.
- Prepare audit reports and Compliance reports.

ACADEMIA (Holding all certificates attestation from UAE Ministry of Foreign Affairs & International Cooperation)
Master of Finance & Accounting (M.F.A), Kakatiya University, **67%**
Bachelor of Business Management (B.B.M), Kakatiya University, **63%**

Accounting Packages : Exposure in ERP Packages
PGDCA : Post Graduation Diploma in Computer Application

PERSONAL DETAILS

Sex : Male
Marital Status : Married
Religion : Islam
Nationality : Indian
Languages Known : English, Hindi, Telugu and Urdu
Visa Type : On Visit Visa
Joining Time : Available for Immediate Joining

DECLARATION:

I hereby declare that all the information furnished above is true to the best of my knowledge and belief.

SYED. AMEERUDDIN