

CURRICULUM VITAE

HASSAN ALI

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GENERAL SUMMARY

To serve client at cashier window in a courteous and professional manner through a variety of transactions such as collecting cash, foreign currencies exchange, and execute money transfer transactions' I wanted to learn from the organization and get growth with organization.

WORK EXPERIENCE:

Company : **Zeeque Exchange (Pakistan)**
Position : **Cashier**
Duration : 3 years.

Company : **Sadiq Exchange (Pakistan)**
Position : **Cashier**
Duration : 3 years.

Company : **Leopard's currier services (Pakistan)**
Position : **Cashier**
Duration : 2 years.

SUMMARY OF QUALIFICATION:

- ❖ Experience in serving customers
- ❖ Experiences calculation problem solving

DUTY& RESPONSIBILITY:

- Adherence to a complaint free and fast but error free delivery of services
- Entertains the customers and meet their required services
- Transfer balanced cash collection to be branch in charge and generates necessary closing reports.
- Make a cash services for the customers.
- Give a good services for the customers.
- Greeting with customers entering the exchange company.
- Provided all information about currencies.
- Manage all cash input data entry to computers
- Avoidance to cash shortages and /or overage workout and saving problem items customer compliance and entertain enquiries
- Practices know your customers (KYC) and customers due diligence (CDD)

SKILLS:

- Excellent communication skills both oral and written.
- Capable for serving customers politely.
- Advanced math skill.
- Leadership
- Problem solving

ABILITIES:

- ❖ Sincere, efficient and adopt any working environment.
- ❖ Having a professional attitude,
- ❖ Possessing a friendly, approachable, personal.
- ❖ Smart & presentable appearance.
- ❖ Self-motivation responsibly and quick learner

EDUCATIONAL QUALIFICATION:

- BA Complete.

LANGUAGE KNOWN:

- English (Speaking, writing and Reading)
- Hindi (Speaking, Writing & Speaking)

HOBBIES:

- ❖ Cricket
- ❖ Reading
- ❖ Travelling

PASSPORT DETAILS:

- ❖ Passport No : JL182389
- ❖ Place Of Issue : Pakistan
- ❖ Date Of Issue : 07/11/2019
- ❖ Date Of Expire : 05/11/2024
- ❖ Visa Details : Visit Visa

PERSONAL DETAILS:

- Date Of Birth : 14/02/1996
- Nationality : Pakistani
- Marital Status : Married
- Religion : Islam
- Sex : Male

DECLARATION:

I hereby declare that the above mentioned factory are true and contact best of my knowledge.