
CZERINA H TANTIANGCO



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INTERNATIONAL CITY, DUBAI,
U.A.E

OBJECTIVE

To obtain a full time position in a company that offers a professional working environment and enables me

EXPERIENCE

AL ANSARI EXCHANGE LLC

SHIFT – IN - CHARGE NOV 2022 – MARCH 2023

- Resolve problems and make sure that everything goes smoothly for everyone during the given shift
- Providing managerial services in the absence of the branch manager
- Responsible in leading the shift and assists new staffs

AL ANSARI EXCHANGE LLC

UNIT COMPLIANCE OFFICER AUG 2021 – OCT 2022

- Identifying and eliminating the risk of noncompliance, both externally and internally.
- Take action in dealing with noncompliance situations and creating realistic plans to overcome them.
- Communicate with colleagues and make sure that everyone is aware of what they need to do to comply with internal and external regulations.

AL ANSARI EXCHANGE LLC

FOREIGN CURRENCY CASHIER JAN 2016 – OCT 2022

- Buying and Selling foreign currencies
- Monitor daily ongoing market currency rate and decide the buying & selling rate for each currency
- Provides fast and excellent Telex transfer, bills payments, Cash pick up transfer, Cash Advance, etc.

to grow while meeting the corporation's goal.

SKILLS

- Microsoft Office
 - Proficient in oral and written English, Tagalog, and Basic Korean.
 - Leadership Skills
 - Exceptional Customer Service
 - Problem Solving
-

AL ANSARI EXCHANGE LLC

CUSTOMER SERVICE REPRESENTATIVE –AUG 2013 -DEC 2015

- Attends telephone calls for both internal and external customers
- Dealing with all customer complaints and find suitable solution
- Assisting customers

SEMINARS ATTENDED

- Anti – Money Laundering
- Advanced Anti – Money Laundering
- Business phone Etiquette
- Advanced Customer Service
- Risk and Fraud Prevention

EDUCATION

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION- MAJOR IN MARKETING MANAGEMENT

PAMANTASAN NG LUNGSOD NG MUNTINLUPA, MANILA
PHILIPPINES

