

Curriculum-Vitae



MUHAMMED AFSAL N.P.

BACHELOR OF COMPUTER APPLICATIONS

afsalkurumathoor@gmail.com

[PH:+971-588951486](tel:+971-588951486)

**Address : Rollah,Sharjah
UAE**

Date of Birth : 12-11-1993
Sex : Male
Nationality : Indian

Languages Known:

Languages	R	W	S
Malayalam	•	•	•
English	•	•	•
Hindi	•	•	•
Arabic	•	•	

Career objective:

Acquire a challenging career with dynamic organization where I can efficiently utilize my skills, experience and make a significant contribution towards the goal of the organization and thereby self-development.

Professional Qualification:

- Completed Bachelor of Computer Applications at D.R.CV Raman University
- Completed CCNA and MCSE
- Holds UAE Driving License

Personal Skills:

- Attitude to learn new things, Comfortable working in a Multi-cultural Environment.
- Willingness & Ability to work under stress situation.
- Openness to Improvement, Development and Change.
- Creative ideas.
- Cash handling expertise
- Strong Banking concept

Working Experience



Company: LARI EXCHANGE

Designation: Senior officer & Branch In Charge in BRANCH

Duration: NOVEMBER 2020 till date

- Execute outward remittance (telex,, express transfers, western union ,instant cash etc) of walk in customers
- Foreign currency sale and purchase
- Managing Branch day to day activities
- Managing Staff Rosters and Timing according to bussness requirements
- Co Ordinating AML issues and quires with AML team and Customer
- On boarding Cooperate and individual client
- AML compliance screening
- WPS processing
- Cross selling of currencies
- Handling customer complaints
- Cross selling Allied products

- Back office duties



Company: UAE Exchange LLC, Dubai - UAE
Designation: service officer & AED cashier in Branch
Duration: OCTOBER 2018- OCTOBER 2020

Responsibilities:

- AML compliance screening.
- Hand SWIFT transactions, corporate business transactions, counting bulk cash, accepting transferred cash from other cashiers.
- Keeping a close look on market currency fluctuation and manage booking of key currencies with FOREX department.
- Ensures timely and effective solution of customer enquiries, in accordance with customer service norms. Ensures turnaround time for all transactions is as per service quality standards.
- Preparing day end reports and tallying third party remittance terminals.
- Preparing CDM reconciliation, tally and CDM day end report.
- Preparing AML checklists.
- Foreign currency sales and purchase to and from customers and corporate.
- Execute outward remittance (telex, drafts, express transfers, western union etc) of walk in customers
- Receiving Cash / Payment from/to customer accordingly.
- Purchase of Travelers Cheques.
- Cross selling of currencies and allied products to meet monthly and yearly targets.
- Attending corporate client with least TAT
- Controlling admin works.



- Worked as IT SUPPORT ENGINEER in SECURITY9 ,Kannur from July 2015 to September 2016
- mail@security9.net ,sales@security9.net
- Phone:+919497339933



☞ ***Roles***

- Installation and troubleshooting of various Operating Systems.
 - Coordination, implementation of Hardware and Software installation and upgrades.
 - Computer assembling, troubleshooting and rectifying Systems and Network issues
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I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Date :

SHARJAH

UAE

Muhammad Afsal N P