



# MOHD AZWAR ASLAM

## TELLER & CASHIER

### OBJECTIVE

Highly focused and analytical teller and cashier with over 4 years of experience providing excellent customer service by handling multiple requests, answering concerns, and managing cash. I am excited to contribute strong attention to detail and customer service skills.

### CONTACT

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+971 544370717

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### EDUCATION

Master Of Business Administration  
Azad Institute of Engineering & technology, Lucknow- 2016

### SKILLS

- MS office, Window XP Professional and VISTA
- BASIC language HTML
- Tally ERP 9.0
- Google workspace administration
- ERP support
- Technical support
- Creating reports

### WORK EXPERIENCE

Wallstreet Exchange Centre LLC (System using-AS400)

May 2023 to present

- Serve customer by completing account transactions.
- Accurately maintained records of each transaction.
- Excellent knowledge of FOREX transactions.
- Assisted customers with various questions and concerns.
- Encourage customers to be proactive with their banking.
- Ensured customers satisfaction with patience and a positive attitude.

Al Razouki International Exchange Co LLC

May 2018-April 2023

- Greeting customers and entertaining their general queries.
- Process 20+ customer transactions per hour with extreme attention to detail.
- Company registration and salary processing.
- Reconciles cash drawer and ATMs with accuracy.
- Verify the customer identity and the legality of the document presented.
- Outdoor marketing for WPS and remittance.
- Cross-sell appropriate products and services to customers.
- Assisted supervisor with audits and daily vault balance.
- Strictly following AML policies set by CBUAE.
- Contributes to team effort by accomplishing related results as needed.

### HIGHLIGHTS

- Administration and management
- Accounting and book-keeping.
- General math skill.
- Task management.
- Strong analytical skill.
- Documentation skill.
- Selling to customer needs.
- Time management.
- Complex problem solving.
- Goal oriented.