

Harish Chand

Profile

I am looking forward to associate myself with organization where there is an opportunity to share, contribute and upgrade my knowledge for the self development as well as development of organizations. I have taken up assignment In my career with Aquest to manage higher responsibility and I'm looking forward to build a long term challenging with responsibility and scope where I can utilize my talent capabilities and experience

Experience

Redha Al Ansari Exchange

09th jan 2014 to 05 jun 2020

Position : Supervisor

Al Faud Ansari Exchange

31th july 2020 to sep2022

Position : Supervisor

Emirates India International Exchange

17th march 2023 to Till Date

Position : Supervisor

Duties & Responsibilities

- Manage employees at a particular time , to ensure smooth operations and maintain a productive work.
- Making corporate transactions against proforma Invoice and commercial invoice
- Making marketing strategies for attracting retail customer as well as corporate and WPS customers.
- Coordinating with HO Quoting Competitive Rate To costumer For Remittance As well For Currencies.
- Monitoring Petty cash expenses & forwarding the monthly expense to HO with relevent bills
- Tally all Currencies Physically As per System Balance

Skills

- Good Knowledge in ms office word, excel , powerpoint & outlook mail.
- very energetic result oriented & organized
- Efficient & well behaved person
- Extremely Hard working & self motivated & able to work independently in a team environment under supervision.
- Keep Excellent Interpersonal Relations with colleagues & ready to help them.

Declaration

I Hereby Declare That the Above mentioned statement are true And correct to the best of my Knowledge.

Harish Chand

Contact

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Email

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Address

Al Sajja Sharjah UAE

Education

2008

High school

ministry of education SLC Board

2010

intermediate

Higher Secondary Education Board (HSEB)

Personal Details

- Date of Birth - 22/10/1992
- Nationality - Nepalese
- Gender - Male
- Marital Status - Married
- Visa Status - Employment Visa
- Process Flows

Languages known

English

Hindi

Nepali

Urdu

Arabic