

### VIPIN KALI VELAYUDHAN

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### **ADDRESS**

**Dubai, United Arab Emirates** 

**EDUCATION BACKGROUND** 

Bachelor of Science (Physics), University of Calicut, Kerala

#### PERSONAL INFORMATION

Date of Birth 11-11-1981

**Nationality** India Gender Male **Marital Status** Married

### PASSPORT DETAILS

**Passport No** : Y9726516

VISA DETAILS

Residential Visa Visa Status

LANGUAGES

**MALAYALAM** 

**ENGLISH** 

HINDI

**TAMIL** 







### About Me

Cluster manager with over 18 years of extensive experience in Inward/Outward remittances and foreign currency exchange . Proficient in analyzing foreign currency exchange rates and implementing them daily for individuals and Corporate, Able leader & administrator, capable of nurturing & managing teams, guiding, motivating and

# Professional Experience

achieving extraordinary business goals.

Wall Street Exchange Center | Cluster Manager 2019 - Still Present

# Key responsibilities:

- Managing the operations of six branches in the Dubai.
- Achieving the company's objectives through effective planning, defining clear KPIs, analyzing market updates and monitoring productivity of the staffs.
- Addressing corporate requirements and providing the best exchange rate in the market.
- Leading a team of 34 team members for achieving the targets
- Achieving the Overall budget assigned by the management
- Checking the compliance part of the branches
- Checking the accounts reconciliations of the branches
- Planning the marketing activities depending on the locations of the branches
- Analyzing and enhancing the customer service level of the branches
- Staff meeting /Training/Analysing the market trends & Competitions
  - Wall Street Exchange Center | Branch Manager 2016 - 2019

# **Key** responsibilities:

- Focus on the branch targets and achieving the same with a proper planning
- Handling multiple customers at the same time and meeting their business requirements.
- Analyzing the present market trends and the competitor moves by conducting competitor analysis.
- Conducting daily marketing in the area/Corporate Visits Staff meeting to enhance the business/Customer service and monitoring the staff performances on daily basis
  - Wall Street Exchange Center | Cashier & FX dealer 2011 - 2016

# Key responsibilities:

- Full time cashier for LC& FC
- Worked as acting supervisor/Branch FX dealer
- Quoting rates for exchange houses and banks
- Keeping good relations with the customers and corporate clients
- Experience in doing more corporate and individual multicurrency
- Transactions to different banks around the globe
- Collectings wps payments of differenct companies
- Achieving vaps target and remittance targets assigned by the Br Manager

### Hard Skill

- Foreign currency exchange
- Business Development
- Sales Management
- Customer service
- Corporate sales
- Business expansion
- Data Analysis
- Marketing strategies
- Documentation
- Leadership & Training
- Key Account Management
- Planning & Execution

### Soft Skill

- Communication
- Interpersonal Skills
- Innovation
- Team Player
- People Management
- Problem solver

#### Redha Al Ansari Exchange | Customer Service/Cashier Mar 2008 – Mar 2011

### Key responsibilities:

- Full time cashier for LC & FC
- Tallying the Opening and closing of the cash
- Passing the excess and short entries in the system
- Detecting the fake currencies and reporting to the concerned authorities
- Reporting STR txns to compliance

# UAE Exchange | Officer India Mar2004 – Mar2008

# **Key** responsibilities:

- Responsible for share trading /FX/Br Operations in the branch
- Dealing the FX rates with the banks and corporates in the area
- Handling the Reconciliations of bank statements regularly.
- Handled compliance of the branch.
- Handled Insurance & Mutual Fund Dealings.
- Handled Swift Transfers Xpress Money & Money Gram.

### **CERTIFICATIONS & TRAININGS**

- Attended training session on "AMLCFT & Due Diligence" with special reference to "The Anti-Money Laundering Regulations (Ref:24/2000 of Central Bank of the UAE"conducted by FERG - 2018
- Successfully completed the Spearhead Training Course "Etiquette for Excellent Customer Service" - 2012
- Completed course in National Certificate in Financial Market- 2006

### **Achievements**

- Achieved sales targets by adopting innovative strategies at Wall street Exchange Centre LLC, Dubai.
- Best branch of the year 2022 awarded to MOE branch which is coming under my cluster

#### **DECLARATION**

I here by declare that all the informations mentioned above is true to the best of my knowledge and belief

Vipin Kali Velayudhan