

# TAREK HASSAN HAMAD



## PERSONAL PROFILE

Dedicated and detail-oriented banking professional with a proven track record in financial operations, adept at handling various responsibilities within the banking sector. Possessing a strong foundation in processing transactions, managing cash funds, and ensuring compliance with regulatory requirements. Known for providing exceptional customer service, promoting financial products, and maintaining a high level of accuracy in daily tasks.

## WORK EXPERIENCE

### CHIEF TELLER/ MAIN CASHIER

Al Fardan exchange LLC 2014-2023

I oversaw diverse transactional services, including cash verification, remittance processing, VAS, and foreign currency exchange. Committed to excellent customer service, I greeted clients warmly, addressed inquiries, and ensured satisfaction with branch services. Managing the cash supply, I balanced drawers, reported discrepancies, and conducted high-volume money counts.

### MAIN CASHIER




Barclays bank of Egypt 2007-2012

I supervised a range of transactional services such as cash verification, remittance processing, VAS, and foreign currency exchange. Prioritizing exceptional customer service, I warmly greeted clients, handled inquiries, and guaranteed satisfaction with branch services. Responsible for managing the cash supply, I balanced drawers, reported discrepancies, and performed high-volume money counts.

### ACCOUNTANT

Pharco Co. 2002-2006

As the accountant at Pharco Co., I handled bookkeeping tasks, maintaining general ledgers, and overseeing profit and loss ledgers for a clear and accurate financial snapshot of the company.

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## PERSONAL INFORMATION

**Date of Birth**  
10-11-1975

**Marital Status**  
Married

**Military Status**  
Not required

## EDUCATION

**Faculty of commerce**  
2001 Alexandria university

**Grade:** Very Good


## LANGUAGES

  
English  
(AUC Certified)

  
Arabic  
(Native)

## PERSONAL SKILLS

  
multicultural  
environment

  
Creative  
Thinking

  
work under  
pressure

  
Brain  
Storming