

Mohammednur Seid Hussen

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✉ Mnsseid@gmail.com

22/01/2024

Subject: Applying for frontline cashier /Service officer

Dear Ms/Mr

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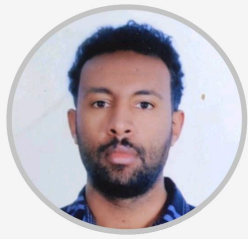
I have more than 3 years of experience working in the bank as a Teller and operation officer. I have an excellent cash handling skill I made more than 1million\$ cash bills transactions daily,forex exchanging calculating change and knowledge of banking operations and central bank policy.

I have an excellent communication and customer service experience and problem solvent and motivated I am sure i am perfectly fit for your company.

Please review my resume.Thank you

Sincerely

Mohammednur Seid Hussen



Mohammadnur seid Hussen

Date of birth: 02/04/1997 | **Nationality:** Ethiopian | **Phone number:**

(+971) 565317994 (Mobile) | **Email address:** mnsseid@gmail.com |

Address: united arab Emirates , Dubai, 00000, Dubai, United Arab Emirates (Home)

● WORK EXPERIENCE

08/05/2023 – 24/11/2023 Addis ababa, Ethiopia

BANKING OPERATIONS OFFICER (CASHIER) ABAY BANK S.C

- Enter the amount collected in cash into the system and extract the necessary statements.
- Supplying the cash collected in the fund to treasury ' the main fund of the branch according to demand and need.
- Controlling GL portfolio transaction levels.

08/12/2022 – 20/04/2023 Addis ababa, Ethiopia

BANKING CUSTOMER SERVICE OFFICER (TELLER) HIJRA BANK S.C

- Receiving/issue cash transaction instruments like remittance, foreign currency exchange,WPS,Demand draft,TT,and Value added Service transaction payments.
- Executes foreign currency transaction and solve for any customer enquiries.

18/11/2019 – 08/11/2021 Addis ababa, Ethiopia

BANKING JUNIOR OFFICER / TELLER BANK OF ABYSSINIA

- Collect or pay cash ,debit /credit ,cash and noncash transactions of respective account. Foreign exchange services.
- Prepare daily End of Day balance sheet at the close of each business day.

● EDUCATION AND TRAINING

04/09/2016 – 04/06/2019 Ethiopia

BACHELOR OF ART DEGREE IN MANAGEMENT Wollo university

ANTI MONEY LAUNDRY TRAINING Bank of Ayssinia

DELIGHTING CUSTOMERS TRAINING Bank of Ayssinia

● LANGUAGE SKILLS

Mother tongue(s): **ETHIOPIAN/ AMHARIC**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C2	C1	C2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● DIGITAL SKILLS

Microsoft Office | Microsoft Excel | Ms outlook | T24 Core Banking Application | Enterprise-Resource-Planning-Software (ERP) | Western Union | Imal core banking systems | Money transfer

● **ADDITIONAL INFORMATION**

PERSON SKILLS

Personal skills

- God communication and organizational skill ,Team worker
 - Customer care ,Good mathematics skill, and Excellent cash handling skill
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