



Waqas Mehmood

Date of birth: 31/12/1994 | **Nationality:** Pakistani | **Gender:** Male | **Phone**

number: (+971) 568719775 (Mobile) | **Email address:** waqashumma@gmail.com |

Address: Falcon Towers Al Rashidiya 2 - Ajman UAE, A6 Floor 17 flat 1702, 00000, Ajman, United Arab Emirates (Home)

WORK EXPERIENCE

07/10/2021 – CURRENT Ajman, United Arab Emirates

SERVICE MANAGER AL FARDAN EXCHANGE

1. Manage cash / cheque transactions at the counter and ensure delivery of quality service to customers while adhering to operational controls.
2. Carry out branch transactions smoothly and in a timely manner.
3. Ensure that all branch transactions are performed in line with UAE Central Bank guidelines and other regulatory requirements.
4. Executes foreign currency transaction for clients.

20/03/2017 – 30/06/2021 Fujairah, United Arab Emirates

CASHIER SAAD EXCHANGE

1. Manage cash / cheque transactions at the counter and ensure delivery of quality service to customers while adhering to operational controls.
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3. Ensure that all branch transactions are performed in line with UAE Central Bank guidelines and other regulatory requirements.
4. Executes foreign currency transaction for clients.

EDUCATION AND TRAINING

27/09/2012 – 30/06/2016 Lahore, Pakistan

BACHELOR OF SCIENCE IN COMPUTER SCIENCE. University Of South Asia

Address 47 Tufail Rd, Saddar Town, Lahore, Punjab, Pakistan, Lahore, Pakistan | **Website** <https://usa.edu.pk/>

07/09/2010 – 08/09/2012 Gujranwala, Pakistan

FSC PRE- ENGINEERING Superior College

Address 7-B Asie, N5 Grand Trunk Road Model Town Gujranawala, Gujranwala, Pakistan |

Website <https://www.superiorcolleges.edu.pk/>

05/04/2008 – 04/08/2010 Gujranwala, Pakistan

MATRICULATION Pakistan International Public School

Address Lohian Wala, Gujranwala, Punjab, Pakistan, Gujranwala, Pakistan | **Website** <http://www.pipsgrw.edu.pk/>

LANGUAGE SKILLS

Mother tongue(s): **URDU, PUNJABI**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	B1	B1	B1	B1	B1
ARABIC	B1	B1	B1	B1	B1

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

DIGITAL SKILLS

Microsoft Office | Social Media | Customer services