



Mohammadnur Seid Hussen

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WORK EXPERIENCE

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

BANKING OPERATIONS OFFICER (CASHIER) ABAY BANK S.C

- Entering the amount collected in cash into the system and extract the necessary statements.
- Supplying the cash collected in the fund to treasury and the main fund of the branch according to demand and need.
- Controlling GL portfolio transaction levels. Abel to manage the branch risks by 35%.

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

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

- Providing fast customer service ,Respect and comply with AML rules, policy and procedures of the company.
- Receiving and issuing cash transaction instruments like remittance, foreign currency exchange, WPS, Swift, and opening new saving accounts.
- Executes foreign currency transactions and solves any customer inquiries. Handling daily cash bill transactions of over \$1 million.

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

BANKING JUNIOR OFFICER / TELLER BANK OF ABYSSINIA

- Providing a foreign currency exchange and banking service more than 100 customers per day.
- Processing transactions and deposit or paying cash and non-monetary transactions for each account.
- Preparing the 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

CERTIFICATE OF ANTI MONEY LAUNDRY TRAINING Bank of Abyssinia

DELIGHTING CUSTOMERS TRAINING Bank of Ayssiniaa

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

ADDITIONAL INFORMATION

PROFESIONAL SKILLS

Skills

Communication skill | Cash handling | Customer service | KYC | Central banking procedure | Foreign exchanging | Processing transactions | Proficient in MS Office | Ms Excel | Cross selling products | cashier operation | Western union | Money transfer | Remittance service | WPS | Temenos core banking system | Accounting skills | AML | swift

