



# DARO KHAN

Customer Service

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Dubai, UAE

## EDUCATION

**Master in Economics**  
University of Baluchistan  
2017 - 2018

**Bachelor of science**  
University of Baluchistan  
2014- 2016

## SKILLS

Excellent Communication skill  
work under pressure  
Customer service oriented  
Microsoft Office  
Typing skills  
Teamwork

## LANGUAGE

English  
Urdu  
Arabic  
Pushtoo

## ABOUT ME

Reliable Customer Service Representative with over three year experience in the financial service industry providing exceptional customer service and cash handling experience flexible and adaptive team player with excellent relationship building skills, passion for process improvement and ability to support all team as needed.

## WORK EXPERIENCE

### Al Fardan Exchange. Sharjah, UAE

#### Customer Service

April 2022- October 2023

- provided fast and excellent customer service to the customer in a very professional way.
- respected and comply with AML rules, policy and procedure of the company at all time.
- resolved customer complaints independently wherever possible.
- handled foreign currency, remittances and other customer transaction.
- attended all telephone calls and give transfer rate/information as required by caller.

### Al Salik Metal Company. Sharjah, UAE

#### Customer Service / Cashier

2019 - 2021

- Greeted Customer and making them feel welcomed.
- handled cash, debit and cheque transaction with customer.
- ensured safety and comfort of customer.
- dealt politely with difficult customers.
- maintained clean and orderly checkout area.
- answered customer question and provide information on procedure and policies

REFERENCES AVAILABLE UPON REQUEST