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About Me

Hardworking, Talented & Curious to learn new things & eager to apply past knowledge & experience to work effectively & efficiently.

Education

2019

Bachelor of Commerce

MDS Univesity

- Coursework in Accountancy
- Bachelor of Commerce Graduate

2018

Graphic Designing

Animentor Academy

- Coursework in Photoshop
Illustrator & Corel Draw

Certifications

- Tally Certified

Hussain Bohra

Experience

June 2021 - Current

**Foreign Exchange Cashier Al Zamil Exchange Co.
Kuwait**

- Making transactions to all the countries using given softwares with maximum accuracy.
- Handling cash and keeping records transactions.
- Attending & Solving customer problems.

January 2020 - May 2021

**Graphic Designer Global International Press
Kuwait City, Kuwait**

- Created innovative designs for Logos, Banners, Brochures, Business Cards etc.
- Took the customer feedback constructively & gave him positive outcome.

November 2020 - May 2021 (Part Time)

**Accountant Al Fanaar General Trading L.L.C
Kuwait City, Kuwait**

- Maintained daily journal of selling & purchasing.
- Cordinated month end closing process.
- Kept the records of A/P & A/R accurately.

January 2019 - December 2019

Accountant Ghulam Haji Allabux | Bhilwara, India

- Maintained daily journal of selling & purchasing.
- Kept the books accurately for tax purposes.
- Kept the records of A/P & A/R accurately.

April 2019 - December 2019 (Part Time)

**General Accountant Brother's Hardware & Plywood
Bhilwara, India**

- Kept the records of all daily transactions.
- Kept journal and ledger for tax purpose.
- Managed Accounts Payable & Accounts Receivable

Summary :-

Dedicated and detail-oriented Foreign Exchange Cashier with 3 years of experience in handling currency transactions and providing exceptional customer service. Proficient in performing accurate currency conversions, adhering to regulatory guidelines, and maintaining a secure cash handling environment. Skilled in building relationship with customers to understand their needs and provide best solutions. Strong mathematical aptitude and ability to work efficiently in a fast-paced environment. Seeking to leverage expertise in foreign exchange operations to contribute to the success of your company as a valued team member.

Skills :-

- Currency Exchange
- Cash Handling
- Customer Service
- Regulatory Compliance
- Mathematical Proficiency
- Communication
- Attention To Detail
- Problem Solving
- Multitasking
- Teamwork