




# Muhammad Ibrahim

**Date of birth:** 06/01/1997

**Nationality:** Pakistani

**Gender:** Male

## CONTACT

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## ABOUT ME

To work in an organization which provides me with ample opportunities to enhance my skills and knowledge along with contributing to the growth of the organisation

## WORK EXPERIENCE

**05/2022 – CURRENT** Dubai, United Arab Emirates

### Cashier Al Dahab Exchange UAE

My Role as a Cashier at Al DAHAB exchange Includes Different Types of Responsibilities Like.

- Manage Bank deposit activities and all cash related transfers.
- Makes Transactions And Payout Through Western Union, Trans Fast, Cash Express.
- Register New Companies for WPS and process WPS Employees salaries in C3 Cards and in Bank Accounts.
- To Perform all cashier related activities with quality customer service as per the company standards and ensuring customer satisfaction.
- To Actively participate and to ensure the achievement of business target given to the Branch.
- Accurately processing cash transactions, including receiving payments, providing change, and issuing receipts .
- Proficient in Exchange different currencies.
- Performed Other duties assigned by Supervisor.

**03/2021 – 12/2021**

### Customer services Representative CSR Mind Bridge

- Respond the customer inquiries, questions, and complaints via phone, email
- Assist the customers with product or service information

## EDUCATION AND TRAINING

**10/2018 – 02/2021**

### Master of Science : Social Work Punjab University Lahore

**10/2016 – 09/2018**

### Bachelor of Arts Punjab University Lahore

## CERTIFICATIOS

**05/2020**

### Computer Course

Universal Ideal INSTITUTE

**02/2018**

### Chinese Language Course

Technology College

## DIGITAL SKILLS

Microsoft Office | Microsoft Word | Power Point

## LANGUAGE SKILLS

**MOTHER TONGUE(S):** Urdu

**OTHER LANGUAGE(S):** English | Punjabi | Chinese | Nepali