



Robson Johnson

Customer Service Representative | Teller | FC Cashier | Remittance Clerk

Friendly Customer Service Cashier experienced working in diverse FC / Remittance exchange industries. Successful operating cash registers and performing daily transactions.

Phone

971-56-431-2561

Email

johnson.robson009@gmail.com

Address

Musaffah Abudhabi, UAE

TECHNICAL SKILLS

- Tally ERP9, Statutory Filing
- Remittance Processing
- CASMEX
- ISheild
- Standard Operating Procedure
- Complaint Management
- Cash Handling
- Microsoft office
- Negotiation
- Marketing

EDUCATIONAL QUALIFICATIONS

- ❖ **B.com(co-operation)**
Calicut university
04-2012 to 04-2015
- ❖ **Certification of DPAT**(Diploma in practical accounting and tax practice)
2016-2017

PROFESSIONAL CAREER

Customer Service teller

AL RAZOUKI EXCHANGE LLC

[07-JULY-2021 – PRESENT]

- Greeting customers and entertaining their general queries.
- Performing remittance and or cash payout transactions.
- Purchase and sale of foreign currencies.
- Companies registration in the WPS system and their salary processing
- promoting allied products through cross-selling at the cash counter
- Cumulative branch cash handling and cash forwarding for bank deposits.
- Handle the tasks of managing, directing, and participating in other special projects as assigned by the manager.
- Fast, accurate, efficient, and courteous service with adherence to KYC requirements.
- Knowledge about Foreign currency movements and value in the market.
- Communicated marketing strategy & campaign performance to verify alignment with corporate sales objectives
- Worked with the communications team to drive internal promotion of company programs, initiatives, guiding principles and mission.

REFERENCE:

BRANCH MANAGER

+971 52 908 9214

Money Exchange Clerk-Cost Accounts Clerk

REDHA AL ANSARI EXCHANGE UAE

[14-05-2019- to 15-05-2021]

- In depth knowledge of bank transfers to various countries
- Comprehensive knowledge about credit card payments
- Handling Inter branch transfers Training new staff at branch
- Cross selling financial services to generate more profit to the company
- Maintaining communication between branch and management by preparing daily, week and monthly-end reports
- Customer support , Marketing
- Knowledge about money transfers like Western union , Instant cash and Transfast
- Investigating over and shortage differences

ACCOUNTANT-KALLADA TOURS AND TRAVELS

[01-05-2015 to 10-01-2019]

- Manual & Computerized accounts up to finalization

ACCOUNTANT-CONSTANT ENGINEERING

[01-07-2011 to 30-11-2014]

- Accounting in Tally ERP9/Reconciliation of Debtors and Creditors