



CONTACT

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ABU DHABI – UAE

ABOUT ME

To join a growth-oriented organization, where I can contribute my experience and knowledge for mutual benefit and growth within the opportunities provided.

SKILLS

- ✓ Self-motivated & capable to mix easily with different situations
- ✓ Hard worker and honest
- ✓ Time management
- ✓ Exceptional capacity to multitask
- ✓ Quick Learner
- ✓ Team worker
- ✓ Attention to detail
- ✓ Good knowledge about roots and traffic rules of Abu Dhabi

PERSONAL DETAILS

- Nationality : India
- Date of birth : 29/06/1980
- Gender : Male
- Marital status : Married
- Passport No : T6905769
- Expiry Date : 05/08/2029
- Visa status : Transferable

LANGUAGES PROFICIENCY

- English
- Arabic
- Malayalam
- Tamil
- Hindi

DRIVING LICENSE DETAILS

- License No : 944466
- Expiry Date : 17/09/2025

JAMSHAD C ABDULLAKUTTY

WORK EXPERIENCE

CASHIER

REDHA AL ANSARI EXCHANGE

DUBAI, (June 2024 to till Date)

- ❖ Handle Foreign Currency, Remittances, and other customer transactions as required by the Corporate or WPS customer or the Retail customer and as assigned by the Branch Management / department manager, with zero defects
- ❖ Ensure assigned work activities are carried out as per Company policies and procedures
- ❖ Ensure Cash Handling is done as per Company policy, and Cash Balance at assigned 'Till' is accurately tailed and appropriately handled as instructed by the Branch Management
- ❖ Report any anomalies such as under/Overs to concerned superior immediately
- ❖ Exercise due diligence in processes related to customer transactions to ensure risk mitigation and adherence to relevant AML procedures and KYC initiatives
- ❖ Identify improvement areas & propose constructive changes to achieve operational excellence
- ❖ Ensure documentation and the transaction process is in compliance with both the internal and regulatory requirement
- ❖ Handling speed and error free online remittances for various countries (Western Union, Global Instant Transfer, Bank Transfer Remittance, Local bank Deposit, online transfers etc.
- ❖ Cross selling various products to customers providing leads for business growth.

CASHIER

AL FARDAN EXCHANGE

ABU DHABI (May 2015 to December 2023)

COMPUTER SKILLS

- EXCEL
- WORD
- MS OFFICE
- TALLY & PEACHTREE

Education:

- ❖ Master of Airlines & Airport Management from Anna University, Coimbatore India (Dec 2007 to Jan 2010).
- ❖ Bachelor of Commerce (B.com) from the University of Calicut, Kerala (April 2001 to April 2004).

Professional Qualification:

- ❖ Completed IATA/FIATA cargo introductory course, Canada Montreal (June 2012)

Projects

- ❖ Study Based on Organizational Structure of cochin international airport for One Month during July 2018
- ❖ Study based on passenger traffic and airport operation at cochin international airport during the period from May 2009 to Jul 2009

DECLARATION

I declare that above mentioned details are true to the best of my knowledge and belief.

JAMSHAD C ABDULLAKUTTY