



# AUNG KO MIN

## BACK STORE CONTROLLER

### CONTACT

+971526859670

aungkomintdg@gmail.com

22-B St,K1 Building,Alrigga

### EDUCATION

2013-2017

YANGON UNIVERSITY

Bachelor of Business Science

2020-2021

MYANMAR MANAGEMENT  
INSTITUTE

Professional course of Management

### SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

### LANGUAGES

- Myanmar (Fluent)
- English (Intermediate)

### PROFILE

Motivated and detail-oriented professional with strong leadership experience gained from a supervisor role in the microfinance sector. Skilled in managing teams, maintaining records, and ensuring smooth operations under pressure. While my background is in finance, I am eager to apply my organizational skills, reliability, and fast learning ability in a Back Store Controller position. Passionate about efficient stock handling, workplace coordination, and supporting overall store success.

### WORK EXPERIENCE

#### Alliance Microfinance (Myanmar)

Team Supervisor

2018(MAR)-2025(FEB)

Key Responsibilities:

- Team Supervision & Support:
  - Supervise and mentor a team of loan officers.
  - Ensure staff adhere to credit policies and procedures.
  - Conduct regular training and performance evaluations.
- Loan Portfolio Management:
  - Monitor loan disbursement, repayments, and collection activities.
  - Ensure portfolio quality by minimizing delinquency and default rates.
  - Approve or recommend loans within delegated authority limits.
- Client Relationship Management:
  - Oversee client recruitment and engagement strategies.
  - Support client education on loan terms, savings, and financial literacy.
  - Handle escalated client issues and complaints professionally.
- Reporting & Compliance:
  - Prepare and submit regular reports on loan portfolio performance.
  - Ensure compliance with regulatory and institutional guidelines.
  - Coordinate internal and external audits as required.
- Community Engagement:
  - Promote financial inclusion and community development.
  - Build strong relationships with local stakeholders and community leaders.

#### VEVE Co.Ltd, (Myanmar )

Sale & Marketing

2017(May)-2018(Jan)

- Develop and maintain strong relationships with partners, agencies, and vendors to support marketing initiatives.
- Monitor and maintain brand consistency across all marketing channels and materials.

### REFERENCE

Chaw Su Min

Manager

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