



## DIPU PARIYAR

Teller/cashier & customer services officer

**Phone:** +971-56-6992538

**Address:** Al Fahidi street, Bur Dubai, - Dubai. UAE

**Email:** aakash.pariyar6@gmail.com

Highly enthusiastic, energetic, self motivated, goal oriented teller/cashier with over 10 years of experiences in providing excellent customer service, handling cash & transactions. Dedicated Team Players who are bilingual in Nepal/English/Hindi/Bengali/Punjabi and can be relied upon to contribute of company achieve their goal.

### EXPERIENCE

#### YAMNAH READYMADE GARMENTS TRADING CO LLC

Feb. 2024 – May 2024

##### Senior Outdoor Sales Executives

- Identifies product improvements or new products by remaining current on industry trends, market activities, and competitors.
- Prepares reports and presentations by collecting, analyzing, and summarizing information.
- Maintains quality service by establishing and enforcing organization standards.
- Maintains relationships with clients by providing support, information, and guidance; researching and recommending new opportunities; and recommending profit and service improvements.
- Produce new revenue by researching and analyzing potential prospects and sales options.

#### Big Sharq Marketing Management

May 2023 – Oct. 2023

##### Out Door Sales Executive (INTERN)

- Conduct calls and face-to-face meetings with customers daily.
- Build and maintain relationships with new and repeat customers.
- Maintain records of all sales leads and/or customer accounts.
- Educate customers on how products or services can benefit them financially and professionally.
- Sell the company's products or services to customers within your given territory.
- Monitor the company's industry competitors, new products, and market conditions to understand a customer's specific needs.
- Work closely with marketing department to help build the brand.

#### UAE Exchange Centre LLC

April 2014 – 20<sup>TH</sup> Mar 2020

##### Foreign & AED Cashier (Branch operation)

- Cash distribution to all cashiers on opening, collecting cash on closing time.
- Selling and purchasing different kind of foreign currency.
- Handling large amounts of cash including AED and foreign currency.
- Making all kinds of remittance such as a/c credit or instant cash payments.
- Accept cash from remittance customer as per the payment vouchers.
- Verify voucher in the system and generate cash receipt vouchers.
- Keeping record of using the right process for cash, credit cards, or other types of payment working to sales targets.
- Tallying of cash, stock of AED and foreign currency as per system and deposit records with treasury before end of duty.
- Daily banking the Head quarter (treasury Dept.).

#### LEELA MEGH EXCHANGE (DUBAI / UAE)

2nd May 2011 - 15th Nov. 2013

##### Senior Executive Assistant (Branch operation)

- Handling cash and remittance.
- Assists customer to send and receive remittance.
- Dealing with customer inquiries and customer complaints.
- Maintaining up to date knowledge of transfer rates of currencies.
- Following KYC policy on each transaction.
- Checking reports and filing day to day transactions.

- Providing excellent customer services.
- Preparing paperwork and positive interaction with individuals at all levels.

EDUCATION

SHREE AMAR SECONDARY SCHOOL 2007  
SLC (School Level Certificate)

SHREE AMAR HIGHER SECONDARY SCHOOL 2009  
Intermediate school (+2)

SKILLS

1. Excellent customer service skills
2. Multi-tasking
3. Multilingual communications Skills
4. Excellent time Management
5. Goal-oriented
6. Hard-working

LANGUAGES

ENGLISH (Proficiency), HINDI (Full Proficiency), ARABIC (Basic Proficiency), Bengali (Proficiency),  
PUNJABI (Basic Proficiency), Tagalog (Basic Proficiency)

TRAININGS, SEMINARS AND EXPERIENCES:

1. Customers sales and services.
2. Fraud prevention (Global) 2017
3. Operation Risk Management
4. Sanctions (Global)
5. Financial crimes 2017
6. AML Trainings
7. Computer basic course.

PERSONAL PROFILE

Date of Birth: 24 Jan. 1989  
Nationality : Nepalese  
Gender : Male  
Religion : Hindu  
Place of Birth: Chitwan ,Nepal  
Visa status : Visit visa