



**ASIF ALI**  
CASHIER/TELLER

## PERSONAL DETAIL

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📅 04/01/1987

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## OBJECTIVE

Performance driven professional with 11 years of combine expertise in marketing and operations. A problem solver and decision maker who effectively balance the needs of customers with the mission of organization, strong communication, interpersonal, mentoring, negotiation and organizational skill.

## SKILLS

- Cash Handling
- Customer Services
- Communication
- Team Work
- Time Managements
- Problem Solving
- Excellent Mental Math
- Data Entry Skills
- Adaptability
- Collaboration

## EXPERIENCE

### United Bank Ltd

12/17/2007 - 09/28/2012

#### Cashier

- Informing customers of their bank balancing. Maintaining good customer relations.
- Entering financial data into a computer terminal, Shredding confidential documents.
- Cross-selling the Bank's services to customer.
- Processing automatic transfers.
- Checking the cheques and making sure they have been written
- Correctly.
- Counting large amount of coins and money and then storing them.
- Explaining financial fees, interest rate and service charges to customers.
- Balancing currency and checks in the cash drawer at end of the day.
- Identifying damaged, mutilated, altered and counterfeit money.
- Handling over cash amounts to customer when they are making
- Withdrawals.
- Receiving the cash when customer deposited his cash in his account.

### Faysal Bank Ltd

01/10/2012 - 08/10/2017

#### Cashier

- Responsible for performing a wide range of routine Branch and customer services duties.
- Keeping currency and coins in a neat and orderly arrangements.
- Handling customer complaints, questions and concern in a professional manner.
- Checking cheques and making surely that they have been written out correctly.
- Maintaining and adequate supply of cash and coins

personal work drawer.

- Checking the photo iD of customer to confirm that they are who they say are.
- Handling the cash withdrawals and cash deposits in customers account.
- Handling ATM Machine replenish cash and other issues.

## **ZAG Electromachanical Services**

05/21/2022-Current

### **Cashier/Accountant**

- Reconciled cash drawer at start and end of each shift, accounting for errors and resolving discrepancies.
- Conducted inventory counts by adding each items in stock and documenting in computer system.
- Learned duties for various positions and provided backup and key times.
- Worked closely with shift manager to solve problems and handle customer concerns.
- Processed refunds and exchanges in accordance with company policy.
- Monitored self-checkout systems and provided help in resolving complex problems.
- Operated cash register to record transactions accurately and efficiently.
- Worked flexible schedule and extra shifts to meet business needs.
- Handled cash with high accuracy and took care to check bills for fraud.

### **PROFESSIONAL AWARD**

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- Bank Teller of the Year 2014 (Faysal Bank Ltd)
  - The Employee of the Month 08 times in 04 Years (UBL & FBL)

### **EDUCATION**

#### **Graduation**

- Bahauddin Zakariya University Multan 2006

#### **Intermediate**

- BISE Multan 2004

#### **Matric**

- BISE Multan 2002

### **Languages**

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- English
  - Urdu

### **INTERESTS & HOBBIES**

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- Seeking New Thing
  - Gardening
  - Football & Cricket

### **REFERENCE**

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- Will be furnished upon request



