




# MUHAMMED HASHIR BAVILERI

**Forex Dealer**

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 Al Nakheel, Ras Al Khaimah

*"Having the opportunity to work in a dynamic work environment and contributing my full efforts to the development of the organisations is my greatest desire."*

## WORK EXPERIENCE

### Forex Dealer

**Deniba International Exchange | Ras Al Khaimah, UAE**

**June 2021 – present**

- Oversees and maintains the organization's foreign currency market position.
- Updating the rates in our system daily when rates are fluctuating.
- Maintain current knowledge of major international and local financial markets.
- Maintaining daily currency log sheet and submitting to management monthly.
- Responding to remittance queries as soon as possible and providing appropriate solutions and alternatives. Providing follow-up to ensure resolution.
- Making recommendations to management to improve the customer experience.
- Completing regular reports on customer satisfaction and submitting them to management.

### Remittance clerk

**Deniba International Exchange | Dubai, UAE**

**November 2018 – May 2021**

- Offering customers fast, excellent, and error-free remittance services within the branch's published timings.
- Following AML rules, Compliance policies, and procedures of the company
- Manages all customer complaints and files suitable solutions and follow-up information
- Finding potential customers or businesses.
- At all times, maintain a professional, empathetic, and positive attitude toward customers.
- Processing all transactions efficiently.

### Junior Accountant

**Dinespot Restaurant | Karnataka, India**

**August 2017 – October 2018**

- Dealing with business transactions.
- Performs bookkeeping and follows accounting best practices.
- Processing and paying invoices after fact-checking them.
- Maintaining the sales ledger and general ledger.
- Manage petty cash and other day-to-day transactions.
- Pay attention to payments regularly.

## Accountant Trainee

**KK associates, accountants and tax consultants | Kerala, India**      **June 2015 – December 2015**

- Post and process data entries to ensure all business transactions are recorded.
- Handles petty cash and other day-to-day transactions.
- Maintains Schedule & notes to Financial Statements.
- Assists with reviewing expenses, payroll records, etc. as assigned.
- Prepares and submits weekly/monthly reports.
- Assists Financial Controller in the preparation of monthly/yearly closings.



## EDUCATION

- **Bachelor of Commerce | 2014**  
IGNOU (Indira Gandhi national open university)



## SKILLS

- Communication Skills
- Time Management
- Teamwork
- Responsibility
- Quick Learner
- Organization Skills



## PERSONAL DETAILS

- |                                      |                                    |
|--------------------------------------|------------------------------------|
| ▪ <b>Date of birth</b><br>07-08-1993 | ▪ <b>Nationality</b><br>Indian     |
| ▪ <b>Visa status</b><br>Employment   | ▪ <b>Marital status</b><br>Married |