



# MUHAMMAD YASIR

## SENIOR FOREX DEALER

### CONTACT

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### QUALIFICATION

- Intermediate

### KEY SKILLS

- Proficient in PKSymex (Accounting Software), Tally 9, and Microsoft Office
- Experienced in OS (98/NT/Vista) installation and hardware/software troubleshooting
- Strong verbal and written communication skills
- Confident in telephone communication and client interactions
- Industry experience in forex and currency exchange, automotive acquisition and resale, and restaurant management
  - Project Management
  - Public Relations
  - Teamwork
  - Time Management
  - Leadership
  - Effective Communication
  - Critical Thinking

### LANGUAGES

- English (Fluent)
- Urdu (Fluent)

### PROFILE

Motivated and skilled professional with extensive experience in foreign exchange and financial transactions, seeking an opportunity to leverage expertise in a dynamic organization. Eager to apply my knowledge, contribute to organizational growth, and drive success through efficient operations and strong client relationships.

### WORK EXPERIENCE

#### Reems Exchange, Dubai Branch Manager 2009\_2019

- Managed daily operations, ensuring the smooth execution of financial transactions while maintaining compliance with UAE Central Bank regulations.
- Streamlined operational processes, coordinating effectively with staff across various departments to ensure efficient service delivery.
- Oversaw cash management, maintaining accurate records, reconciling daily transactions, and minimizing discrepancies to ensure financial integrity.

#### Al Zarooni Exchange, Dubai Senior Forex Dealer 2005\_2009

- Managed the buying and selling of major foreign currencies for both wholesale and retail clients, ensuring efficient transaction processing.
- Facilitated high-volume Foreign Currency (FC) and Letter of Credit (LC) transactions for banks and exchange houses.
- Quoted competitive exchange rates and managed multi-currency transactions, including remittances and web-based transfers (e.g., Western Union, MoneyGram).
- Oversaw daily FC and LC transactions averaging 5-7 million AED, ensuring full compliance with UAE Central Bank regulations and procedures.
- Provided exceptional customer service, building strong client relationships and cross-selling related products to enhance customer experience.

#### H & H Exchange Company, Karachi Cashier & Dealer 2003\_2004

- Managed currency parcels from international clients and updated exchange rates in the system.
- Set rates for internal transactions and handled client inquiries.
- Improved communication skills by handling phone calls and giving presentations.

#### Additional Experience

#### Self-Employed | Automotive Buying & Resale

- Bought and refurbished cars for resale based on market trends.
- Assessed and managed repairs to increase value.
- Built a loyal customer base through quality service and trust.