ANN

[ANN.360019@2freemail.com](mailto:ANN.360019@2freemail.com)

Abu Dhabi, UAE

**OBJECTIVE:**

I am a highly qualified and motivated trained employee looking for employment that will give me a suitable position that will meet my qualifications.

**EMPLOYMENT HISTORY:**

**DATE**           **COMPANY AND ADDRESS**  **JOB TITLE**

**JULY 21,  2005 – March 30, 2017     M.Lhuillier Financial Services Inc Branch Manager / Vault Custodian/ Teller**

**Financial Services / Pawnshop Frontliner Assistant/ Appraiser**

* Manages the branch operations andensures that operations are customer

friendly, cost-efficient, and profitable.

* Check the cash receipts and disbursements.
* Record Book and ensures that the actual cash count balances with the record at closing hour.
* Perform the tellering  functions of the branch operation in accordance to the routinary duties and responsibilities as teller.
* Giving customer the best service and satisfying  their requirements.
* Carefully appraises  item being pawnedand subjects them to appraising  procedures using the proper testing instruments

**TRAINING AND CREDENTIAL:**

**WESTERN UNION OPERATOR'S TRAINING**

November 2006

Makati City

**JEWELRY APPRAISAL SEMINAR**

December 2006

Makati City

**WESTERN UNION SEND OUT TRAINING**

February 2007

Makati City

**KWARTA PADALA OPERATIONAL TRAINING**

May 2007

Makati City

**First Line Ambassador's Training and Incentive Program**

November 2007

Makati City

**KNOW YOUR MONEY AND COUNTERFEIT DETECTION SEMINAR**

June 2009

SACOP, City of San Fernando, Pampanga

**ORIENTATION ON ANTI – MONEY LAUNDERING ACT**

February 2010

Makati City

**INTEGRATED SEMINAR-WORKSHOP ON NURTURING WORK ETHICS**

**THAT COMPANIES VALUE MOST AND EXECELLENT CUSTOMER SERVICE**

December 2011

SACOP, City of San Fernando, Pampanga

**SKILLS:**

• Computer literate

• With good communication skills

• With pleasing  personality

• Can work under pressure

• Determined and enthusiastic, strive to get the job done

• Meets quota on time for submission  of report

**PERSONAL DATA:**

Date of Birth : May 30, 1982

Age : 34 years old

Civil Status : Married

**EDUCATIONAL BACKGROUND:**

**DATE**  **SCHOOL / ADDRESS**

1999 – 2003 Angeles **University Foundation BS in Computer Science**

**Angeles City**

I, hereby ascertain that all facts pertained to in this document are true and credible.