



YUAN S. BRIONES

CONTACT

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📍 Sedra 4 Building, Al Muraqqabat St. Deira, Dubai. United Arab Emirates

SKILLS

- Proficient in Microsoft Office (Word, Excel, PowerPoint)
- Computer Literate
- Time Management
- Team Work
- Cash Handling
- Attention to detail
- Customer service
- Prioritizing Task

LANGUAGES

- English
- Tagalog

REFERENCES

Shyam Prasad

Al Razouki International Exchange
(Branch Manager)
971554614122

Anne Rivera

Advance Microfinancing Corp -
(Senior Staff)
639197223468

Harfernee Tomas

7-Eleven Philippines
(Branch Manager)
639916849742



PROFILE

I am a reliable and detail-oriented professional with experience in cash handling, customer service, and remittance processing. Skilled in managing transactions accurately and providing excellent support to clients. I am committed to following compliance procedures and ensuring smooth daily operations. I work well in fast-paced environments and communicate effectively with customers and team members.



WORK EXPERIENCE

Al Razouki International Exchange

2025 - PRESENT

Teller

- Process domestic and international money transfers for customers
- Handle cash transactions accurately and securely
- Assist customers in sending and receiving remittances
- Verify customer identification and required documents
- Follow KYC and AML procedures to ensure compliance
- Manage currency exchange and provide correct exchange rates
- Check for counterfeit bills and report suspicious activity
- Balance cash drawer at the end of each shift
- Provide friendly and professional customer service
- Maintain accurate records of transactions and reports
- Prepare accounting reports detailing total money handled

Advance Microfinancing Corp (Philippines)

2024 - 2025

Credit Counselor

- Collect money from borrowers with due or late payments
- Call clients to remind them of upcoming or overdue payments
- Explain payment terms and loan details to borrowers
- Record all collection calls and payment updates
- Report unpaid or delayed accounts to the supervisor

7-Eleven (Philippines)

2020-2023

Cashier

- Handled cash and card payments quickly and accurately
- Gave friendly and helpful service to all customers
- Balanced the cash drawer at the end of each shift
- Restocked shelves and kept the store area clean and organized
- Checked product stock levels and reported when items were low
- Used FIFO method to rotate stock and reduce waste
- Helped with inventory counting and checking deliveries



EDUCATION

Bachelor of Science in Information System

2020- 2024

Major in Business Analytics

(Tarlac State University)

SOFTWARE PROFICIENCY

- CASMEX
- RIA
- TRANSFAST
- INSTANT CASH

TRAININGS

○ Dynatech Consultancy Training (UAE) 2025

First Aid

- Trained in emergency response, including CPR, wound care, and injury management. Able to provide immediate care in medical emergencies until professional help arrives.

Fire Fighting

- Knowledge of fire prevention, safe evacuation procedures, and use of fire extinguishers. Trained to respond to fire emergencies safely and effectively.

○ Al Razouki International Exchange

Anti-Money Laundering (AML) 2025

- Familiar with AML policies, customer due diligence (CDD), and reporting suspicious activities to ensure compliance with financial regulations.

"I hereby certify that all the information in this resume is true and correct to the best of my knowledge."

Yuan Briones

Applicant Signature