CONTACT ME

Address: Dubai

Nationality: Jordanian

Date of Birth: September 30, 1995

Phone: 0547259269

Email:

Majdaljarah@yahoo.com

EDUCATION

- Bachelor Science
- Interior Design
- Yarmouk University
- Graduation Year 2017

SKILLS

- Microsoft Office
- Using email and internet.
- Multi-Tasking.
- Work under pressure.

Language

- · Arabic as a mother tongue
- English with Excellent command

MAJD JARRAH

Compliance officer / Customer Service

SUMMARY

A HIGHLY MOTIVATED INDIVIDUAL WITH IMPECCABLE JUDGMENT AND AN INNATE ABILITY TO SOLVE FINANCIAL AND ACCOUNTING PROBLEMS, AND ALWAYS THINKS INNOVATIVELY WHEN DEALING WITH RISKS OR OPPORTUNITIES AND IS WELL CAPABLE OF THINKING OUTSIDE OF THE BOX. RIGHT NOW, I WOULD LIKE TO JOIN A COMPANY THAT IS COMMITTED TO HIRING A

WORK EXPERIENCE

Compliance officer

ALANSARI EXCHANGE, UAE JULY 2019 - OCT 2021

DIVERSE WORKFORCE AND SUSTAINING AN INCLUSIVE CULTURE.

- for Money Laundering and Central Bank Requirements on AML & Compliance.
- Follow up on all requirements related to the UAE Central Bank
- Audit and review
- Reviewing and checking all remittances and following up with clients

Teller

ALANSARI EXCHANGE, UAE JULY 2019 - OCT 2021

- Maintained records of all market liquidity processes.
- Managed all foreign exchange risks transactions for everyday activities.
 Developed professional relationships with all clients.
- Monitored all international payment processes for foreign exchange.
 Coordinated with trading desk to develop customer base.
- Provided assistance for all customers for foreign exchange processes.
- Ensure all operations are conducted in accordance with Operating manuals

UAE DRIVING LICENSE

Real Estate Agent YAY GROUP, UAE JAN 2018 – JUN 2019

- Collecting data for available properties
- Posting Adz with properties details throw online website
- Receiving calls and Emails and give details to client as per his requirements
- explaining properties details in a professional way
- arranging appointments for viewing
- The arrangement of the agreement between the client and the owner of the
- properties
- Closing the deal
- Achieve the Target