

SALSA SYAHARANI

TELLER BANK

📍 BALI RESORT BOGOR CLUSTER
KINTAMANI BLOK KB NO 3 KAB
BOGOR

✉ syhrnsalsa2815@gmail.com

☎ 082142010480

PROFILE INFO

A motivated and detail oriented individual with strong communication skills and a positive attitude. experienced in handling responsibilities with professionalism, adaptability, and empathy. Passionate about continuous learning and committed to delivering high quality results in a collaborative work environment.

EDUCATION

2013 - 2016

SMP NEGERI 8 BOGOR

- MIPA

2016 - 2019

SMA NEGERI 10 BOGOR

- MIPA

SKILLS

- Cash Handling
- Basic banking operations
- Customer service & client assistance
- Administrative support
- Microsoft Office (Word, Office, Power Point)
- Teamwork
- Time management
- Adaptability
- Attention to detail

LANGUAGES

- Indonesia (Fluent)
- English (Intermediate)

WORK EXPERIENCE

PT Bank Syariah Indonesia Tbk

2019 - 2023

Teller Bank

- Handle daily cash transactions including deposits, withdrawals, and payments accurately
- Provide excellent customer service and assist clients with banking inquiries
- Ensure compliance with bank policies, procedures, and security regulations
- Verify customer identity and transaction details to prevent errors and fraud
- Maintain accurate transaction records and balance cash drawers daily
- Support branch operations and collaborate with team members to achieve service targets

PT PNM PERSERO

2023 - 2025

Account Officer

- Promote and socialize PNM financing products to prospective clients
- Conduct field surveys to assess the feasibility of clients businesses
- Build maintain long-term relationships with clients
- Perform basic analysis of clients business conditions and data
- Prepare and manage financing administration in accordance with procedures
- Monitor repayments and conduct collection activities
- Maintain portfolio quality and minimize