



MUSTAFA AMANALI

Contact:

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Languages:

English (V.Good)
Urdu (Native)
Arabic (Beginners)

Objective:

To join in any reputed foreign or local Bank or Financial Services, in which I could combine all my knowledge so as to bring the best outcome in terms of innovative methods and techniques that would be implemented according to compliance policy & procedures. As an experienced banker, I would like to use my earlier professional experience and skills of this field by contributing my knowledge for the improvement and success of the Company.

- Utilize the Organizations communication or business tools to achieve the company's goals.
- Joining a Successful Team.
- Ability to meet Deadlines, in time reporting and working under pressure.
- Ability to adapt in all working environments.
- Versatile , Self-Motivated & Team Oriented personal.

Experience:

May 14 2018 – Till Now:

- **Currently working in Soneri Bank as Team Leader Export Payments in Centralized Trade Operations (CTO).**

Handling all Export Payments (advance/collection/LC payments) & Export Collection Documents (Sight/usance).
Checking customer 's KYC updation and their approvals.
Generation of FI & BCA in PSW.

Feb 1 2018 – April 30 2018:

- **Worked in Meezan Bank Ltd, SITE branch as Trade Officer in Trade Finance Department.**

Handling Customer Trade Service Window.
Providing Customer Proceeds realization Certificate (PRC).
Providing Customer Annexure A and Credit Advices.

Jun 29 2017 – Oct 30 2017:

- **Worked in Askari Bank Ltd as Assistant Manager Grade (AMG) in Centralized Foreign Trade Unit (CFTU).**

Handling dispatch/detachment of all export documents (LC, Collection & Local documents)
Maintenance of Export Business MIS branch wise & Reporting.

Nov 10 2005 – Jun 23 2017:

- **Worked in Soneri Bank Ltd as Trade Processor-Exports (OG-II) in Centralized Trade Operations (CTO)**

Handling all Collection & LC Documents including DP/DA/LC- Sight/LC-Usance branch wise (Retail & Corporate Clients)

Oct 31 2001 – Jun 24 2002:

- **Worked in Hasni Hosiery Mills (pvt) Ltd (Textile Factory) as Quality Inspector.**

Apr 15 1998 – Oct 26 1999:

- **Worked in Hasni Hosiery Mills (pvt) Ltd (Textile Factory) as an Assistant Quality Controller.**

Education:

- Graduation in (Bachelors Degree in Commerce) done from University of Karachi Pakistan
- Intermediate Certification in (Pre-Eng) done from DA Degree College for Men Karachi Pakistan
- Matriculation Certification in (Science) done from Al-Murtaza School Karachi Pakistan

Professional Banking Courses & Certifications:

- Attended half day Worskshop on “AML & KYC Compliance Awareness” on Nov 1,2008 held at Training Division, Soneri Bank Ltd.
- Attended Worskshop on “AML & KYC Compliance Refresher” on Dec,12 2009 held at Training Division, Soneri Bank Ltd
- Successfully qualifying Information Security Awareness 2020
- Successfully qualifying Ethical Conduct Assessment.2020
- Successfully qualifying FTC PBC Assessment.2019
- Successfully qualifying AML/FTC Assessment.2021
- Participated in Training Program on SBP initiatives for Foreign Trade on April 28, 2021.

Computer literacy & Skill Highlights:

- Basic Programming from Systems House (1991).
- English Conversation & Communication Skills from Systems House (1991).
- Windows & Microsoft Office from Noble Computer Center (1999).
- Internet & E-mail from Noble Computer Center (1999).
- Graphic Designing (Corel Draw & Adope Photoshop) from Noor Institute (2000).
- Data entry experience and strong typing skills
- Worked in SDN systems Soneri Bank.
- Worked in Flex Cube systems in Askari Bank Ltd
- Worked in T-24 systems in Soneri Bank.

Personnel Information:

- Father’s Name: Amanali Rajabali Adenwala.
- Date of Birth: 16th January, 1977.
- Place of Birth: Mauritius.
- Passport No. 1394412
- Nationality: Mauritian.
- Martial Status: Married.
- CNIC No: 42201-7787631-7.

Other Activities and interests:

- Playing Cricket & Football.
- Web Searching & Surfing.
- Reading Newspapers & Magazines.

References are available upon request.