

HALLAR NIZAM

Date of Birth: 15-04-1991

Mobile # 00-971-52-5632195

Email address: hallarnizam54@gmail.com

Visit Visa Valid Till 03rd October 2023



<i>Qualification</i>	<i>Year</i>	<i>Institution</i>
B.E. Electronic	2010 – 2014	NED University of Engineering & Technology, Karachi
Intermediate	2007 - 2009	Cadet College Petaro, Jamshoro
Matric	2005 - 2007	Cadet College Petaro, Jamshoro

WORK EXPERIENCE:

- **Branch Service Officer (Cash Officer) – MEEZAN Bank Ltd. – Oct'18 till Present**
 - Responsible for overseeing the daily operations of tillering, cashiering and ATM operations
 - Ensuring prompt and efficient service delivery in compliance with Bank's service standards and legal requirements
 - Perform start and end of day activities
 - Report any unusual circumstances to the Operation Manager
 - Responsible for providing excellent customer service to all clients / customers
 - Supervise branch's daily cash movements, ATM operations, deposit pick-up, payroll delivery
 - Have experience of dealing in different currencies like USD / GBP / Euros etc
- **Customer Support Representative – PTCL – June' 2018 to Sep' 2018**
 - Providing introductory information to new customers about products and services
 - Responsible for handling complaints, providing solutions
 - Following-up with customers to resolve any pending issues
 - Identify and assess customers' needs to achieve satisfaction
 - Respond promptly to customer inquiries and concerns via phone, emails, or chat
- **Credit Card Sales – Bank Alfalah – Oct' 2017 to May' 2018**
 - Generate sales leads
 - Generating new revenue streams while building customer loyalty and retention
 - Provide MIS on a weekly basis
- **Customer Control Room Officer – FALCON-I – May' 2017 to Sep' 2017**
- **Call Centre Agent – Ufone – Mar' 2017 to May' 2017**
- **Medical Representative – August' 2015 to Oct' 2016**
- **Electronics Courses – Jan'2015 to July' 2015**

MAJOR TRAININGS (CERTIFIED):

- Sales for Non – Sales Staff (27th July 2019)
- 5 Day Advanced Islamic Finance Course (18th – 22nd March 2019)
- Branch Service Officer (Cash) Training Program (01st – 17th October 2018)

MAJOR ELECTIVES:

- Basic Electronics
- Applied Thermodynamics
- Analog Integrated Circuit
- Circuit Theory
- Digital Signal Processing
- Solid State Devices
- Amplifier & Oscillator
- Power Electronics
- Industrial Electronics
- Digital Integrated Circuit

MAJOR COURSES (CERTIFIED):

- Basic Electronics – Techno-men, Karachi
- Power Electronics – Techno-men, Karachi

MAJOR PROJECTS/ TERM REPORTS:

- **Final Year Project: FPGA Based Home Automation Systems**