



Hussain Raza Curriculum Vitae

Email: hussainraza8633@gmail.com

Mobile No: - +0586347757

Current Address: - Hor Al

Anz Daira, Dubai

OBJECTIVE:-

Looking towards establishing a career in management, with emphasis on continuous learning and focus on accepting new, creative and challenging assignments, pre-defined with measurable deliverables to add value.

Keyword Summary:

- Energetic and self-motivated team player with excellent time management, interpersonal and communication skills.
- **Education-**
B.Sc. (Computer Science)
- Eager to enhance learning and meeting challenges across domains.

PERSONAL DETAILS

Date of Birth 12-Feb-1987.

Sex Male

Marital Status Married

Nationality Pakistani

Languages English, Urdu, Pashto.

Passport No FH9897702

Visa Freelance Visa

Skills

Good Interpersonal skills with all grades of employees.

Hobbies Football, NEWS, etc.

EMPLOYMENT HISTORY:

➤ Worked in Habib Metro bank limited as Relationship Executive-Liability (Sep-2021 to Dec-2022)

Responsibilities as Relationship Executive-Liability, No. of accounts, Provide loans for housing and vehicles, credit cards, Debit cards, Roshan Digital accounts, deposit etc.

➤ Worked in United Bank Limited as CPC Manager (Sep-2019 to Aug-2021)

Manage the whole district cash of 17 branches on daily bases, Coordination with other regions regarding underlimit/over limit of cash

➤ Worked in United Bank Limited as Operation Officer (Nov-2017 to Aug-2019)

Responsibilities as Operation Officer Account Opening, Dormant Accounts, CIF'S, Dashboard, TDR, Inward & outward clearing, remittances.

➤ Worked in Habib Bank Limited as cash officer (June-2012 to Oct-2017)

Responsibilities as Cash Officer Account Opening, punching vouchers of received, payment, transfer & Banker cheques, OBC'S, remittances etc.

➤ Worked as computer operator in Al-Asar Higher Secondary School (Jan-2010 to Feb-2012)

➤ Banking Certifications and Courses

- Professional grooming and etiquette.
- Account opening process for sales force.
- Effective branch relationship management.
- Habib Metro products suit.
- Fair treatment to customers (FTC).
- Understanding and handling harassment at workplace.
- ISecure HBL.
- Teller's training programs.