

# SHAHZAD AHMAD (MBA Member)

Cell#: +971 521643831, +92 3147086290

Email: [shahzadmmba7861@gmail.com](mailto:shahzadmmba7861@gmail.com)

Address: UAE AJMAN (United Arab Emirates)

LinkedIn: <https://www.linkedin.com/in/shahzad-ahmad0a69b4292/>

Marital Status: Single



## **OBJECTIVE:**

Seeking a Financial Analyst & Bank Specialist, Accounts abilities Position to work with passion and zeal in growing environment where I may exercise and practice my Skills, Knowledge Abilities and qualification ensuring long term Professional skills development & enhanced Career path.



## **PROFESSIONAL QUALIFICATIONS:**

- **MBA Member** **2020**  
Abasyn University Peshawar Pakistan.
- **Advance Diploma in Finance & Acc** **2020**  
Abasyn University Peshawar Pakistan.
- **Master in Business Administration (Finance & Banking)** **2020**  
Abasyn University Peshawar Pakistan.

## **ACADEMIC QUALIFICATIONS:**

- **B.COM Bachelors in Commerce (Commerce & Banking)** **2016**  
Government University of Sargodha Punjab Pakistan.
- **Intermediate in Commerce** **2014**  
Bise Gujranwala Punjab Pakistan.
- **Matriculation** **2012**  
BISE Gujranwala Punjab Pakistan.

## **PROFESSIONAL EXPERIENCE:**

- Having 5 year working experience as Customer Service officer, Cashier, with wall Street exchange Punjab Pakistan.
- Having 2.5 Year working experience (CSO & Cashier) with Mobilink Micro Finance Bank M.B.DIN Punjab Pakistan.

## **SUMMARY:**

- ❖ A results-oriented and detail-driven professional with a Master's in Business Administration (Finance & Banking) and a solid background in accounting, Finance, and Banking. Leveraging a strong academic foundation and diverse work experience in both Money Exchange and Banking sectors, I am seeking a challenging position where I can apply my financial expertise and contribute to organizational success. My goal is to secure a position

that allows me to utilize my analytical skills, financial acumen, and proficiency in Banking software to support efficient Banking & Exchange Money operations and strategic decision-making. Adept at maintaining accurate financial records, conducting budgeting and forecasting, and ensuring compliance with Banking standards, I am eager to bring my skills and commitment to excellence to a dynamic and growth-oriented professional environment.

## **RESPONSIBILITIES:**

- Provided excellent customer service, handling inquiries, and managing cash-related activities.
- Maintained accurate Banking records and assisted in accounts payable and receivable.
- Ensured compliance with Banking standards and maintained proper documentation.
- Conducted accurate Banking & Money Exchange transactions, ensuring compliance
- Proficient in banking software and adaptable to technological advancements.
- Ensure compliance with Banking & Money Exchange standards and regulations.
- Resolved customer concerns promptly, contributing to high satisfaction levels.
- Proficient in banking software and adaptable to technological advancements.
- Supported budgeting processes and contributed to financial planning.
- Use accounting & Banking software for streamlined financial processes.
- Adhered to compliance standards, ensuring security and confidentiality.
- Collaborated with teams, contributing to a positive work environment.
- Maintain accurate financial records for Banking & Money Exchange.
- Managed cash handling and maintained organized teller operations.
- Use specialized software for Money Exchange Banking.

## **PERSONAL ATTRIBUTES & SKILLS:**

- Equipped with the knowledge and hands on experience in MS Word, Excel, Power point and Different software.
- Equipped with the knowledge and hands on experience in different accounting software's Quick bookonline, Tally, Fox Pro & ERP.
- Equipped with the Knowledge and hand on experience in Banking T24 Software, American software,odd Software, etc.
- Equipped with the knowledge of IASs, IFRSs, ISAs.
- Demonstrated capacity to work effectively in a team.
- Strong mathematical and analytical skills.

## **EXPERTIES:**

- Financial Analyst.
- Account Specialist.
- Bank Specialist
- Good Team leader.
- Rapport-building.
- Time-management.
- Problem-solving.
- Professional Skill.
- Achieve Goal.
- Quick learner
- Hard Working
- Honest Liabile

## **LANGUAGES:**

- English.
- Hindi.
- Urdu.
- Punjabi.
- Arabic.