



MOHAMMED JESMIN JUNAID



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HorAl Anz, Dubai, UAE

EDUCATION

Professional Qualification in Human Resource Management (PQHRM)

Chartered Institute of Personal
Management (CIPM) | 2013 - 2015

IATA Cabin Crew Diploma

IAA Sri Lankan Airlines | 2013

AAT Foundation Level

Association of Accounting
Technicians of Sri Lanka

Primary & Secondary Education

Madeena National School

SKILLS

- Customer Service
- Team Leadership
- Client Relationship Management
- Interpersonal Communication
- Problem Resolution
- Data Analysis
- Project Management
- Candidate Sourcing and Recruitment
- Marketing and Sales Management

PROFILE

Dedicated and results-oriented professional with a proven track record in business promotion, recruitment, and marketing within the banking and financial services industry. Demonstrated success in driving growth and achieving targets in both local and international markets. Possesses strong communication and interpersonal skills, complemented by a strategic mindset to identify and capitalize on business opportunities. Adept at leading cross-functional teams and implementing effective marketing strategies.

WORK EXPERIENCE

Senior Business Promotion Officer (Saudi Arabia & Qatar)

Nations Trust Bank, Sri Lanka. | 11.2022 - 12.2023

- Manage and uphold the bank's connections with target country exchange houses and money transfer businesses, serving as a liaison between these entities and the Colombo office.
- Promote the NTB brand in overseas markets, increase remittance, and canvass NRFC & LKR accounts and fixed deposits among the Sri Lankan expatriate community.
- Cross-sell the bank's various products and services to identified potential clients.

Group Recruitment Officer

Yousuf Al-Rajhi Group of Companies, Riyadh, Saudi Arabia. | 04.2022 - 09.2022

- Conducted professional interviews, managed recruitment processes, and maintained a diverse candidate pipeline.
- Conducted orientation and onboarding sessions for new hires.
- Identified effective recruiting strategies to deliver qualified candidates for hiring consideration.
- Organized background checks and drug screening processes.

Marketing Specialist, Cashier, and CSR

Bank Al-Jazira, Riyadh, Saudi Arabia. | 03.2016 - 04.2022

Cashier:

- Executed remittance transactions with precision, ensuring adherence to established procedures and regulations.
- Provided exceptional customer service, adhered to AML regulations, and independently resolved customer issues related to remittance transactions.

Customer Service Representative:

- Managed quality communication, customer support, and product representation for each client.
- Resolved customer inquiries and issues effectively and efficiently.
- Trained new associates on cash register operations.

Marketing Specialist:

- Conducted face-to-face meetings with customers in camps and shopping malls.
- Advertised and promoted products to attract new customers.
- Maintained positive relationships and organized marketing events using available contacts.

LANGUAGE PROFICIENCY



FOLLOW ME

 Mohammed Jesmin Junaid

REFERENCES

Available upon request.

Junior Recruitment Officer

Blue Step Solution | 2015 - 2016

Cashier

Dinemore Restaurant | 2014 - 2015

Sales Representative

Asian Group of Companies | 2013 - 2014

PERSONAL DETAILS

Date of Birth	: 02.04.1992
Gender	: Male
Civil Status	: Unmarried
Nationality	: Sri Lankan
Passport No	: N9595347
Visa Status	: Visit Visa