

JABED HOSSAIN MASUM

+971 55 413 5427 jabedhmasum@gmail.com

Al Kawakeb building, Room- 102. Deira, Dubai



Language

- English
- Hindi
- Bangla (Mother tongue)

Attributes

- Stock Exchange experience
- Cash management expertise
- Adaptable to all weather conditions
- Quick response and positive attitude
- Effective communication and skills

Skill

- Contract management
- Risk management
- Businesses planning
- Computer operating
- Time management
- Interpersonal skills
- Customers support

Passport Details

Passport No : A05828559

Issue Date : 22 Nov 2022

Expire Date : 21 Nov 2032

Profile

Accomplished Cash Officer at Eastern Shares & Securities Ltd, Lohagara Branch. Proficient in managing cash transactions, maintaining precision in financial records, and delivering top-notch customer service. Recognized for accuracy, compliance, and collaborative contributions to overall branch success.

Professional Experience

Executive - (Cash officer) 22-03-2021 to 12-12-2023

Eastern Shares & Securities Ltd. (Stock Exchange),
Lohagara Branch.

Key Responsibilities:

- Managed cash transactions and maintained financial records at Eastern Shares & Securities Ltd, Lohagara Branch.
- Provided excellent customer service by handling inquiries and transactions efficiently.
- Ensured accuracy and compliance in financial reporting and documentation.
- Collaborated with team members to enhance overall branch operations.

Academic Qualifications

Bachelor of Business Administration (BBA Honours)

Completed in 2020

Subject: Management

Bandarban Govt. College, Bandarban, Bangladesh

CGPA: 2.82 out of 4

Extra Curricular

- Strong Communication skills & desire to work other team member
- Proven experience in a similar role
- Physically fit
- Class-3 football referee at Bangladesh Football Federation(BFF)
- Excellent hand-eye coordination

Declaration

I hereby, declare to the best of my knowledge and belief that this CV correctly describes my qualifications and me.

Jabed Hossain Masum