

HASSAN KHALID

BANKER & ACCOUNTANT

CONTACT

MOBILE: +971-556-546133
EMAIL: hassanaish1003@gmail.com
LINKDIN: [HTTPS://WWW.LINKEDIN.COM/IN/HASSAN-KHALID-A1A926195](https://www.linkedin.com/in/HASSAN-KHALID-A1A926195)
ADDRESS: al-qusais dubai UAE

PROFESSIONAL EXPERIENCE

1. OPERATIONS MANAGER OCT 2023 -

MOBI HUB DUBAI FZCO

- Responsible for maintaining and increasing efficiency of the company.
- overseeing and managing all departments i.e humans resources finance IT and logistics matters.
- Supporting technical team.
- Conducting audit inspection weekly monthly quarterly and yearly.

2. SALES MANAGER MAY 2023 -

ZAIN BUILDING CONSTRUCTION OCT 2023 ALFUJAIRAH UAE

- Responsible for Sales management.
- Making sales and marketing strategy.
- Overseeing sales team performance.
- Customer service and account managements.

3. CUSTOMER RELATIONSHIP OFFICER Nov 2018 -

BANK ALFALAH PAKISTAN Apr 2023

- New customer profiling as per bank policy
- Maintaining relationship with existing customers.
- Processing Demand drafts, TT, cashier cheques preparation on customer request.
- Balancing of remittances issued over the month.
- Managing and maintaining of all KPIs and BSL of the Branch
- Processing all customer requests like account activation, closure and other maintenance of accounts

4. TELLER SERVICES OFFICER JUL 2017

MUSLIM COMMERCIAL BANK OCT 2023

- As TSO at MCB i was responsible for all cash transactions including deposit receipts.
- Processing foreign remittances as SBP regulations.
- Balancing of cash at day start and day end within the hour as well.
- Maintenance of daily cash position..

5. JUNIOR ACCOUNTANT OCT 2014

PROJECT DIRECTOR HEALTH

- Making of financial statements.
- Petty cash management.
- Expense invoice preparation.
- Bank reconciliation.

PROFILE SUMMARY

- Operations manager at renowned trading company in dubai freezone.
- Sales manager in reputed construction company.
- 5 years as customer relationship officer in most innovative bank of pakistan..
- 17 months as cash officer in top bank of pakistan.
- Proven track record of accounting cycle.
- 3 years experience as junior accountant.

ACHIEVEMENTS

- Batch topper at MCB TSO batch training program 2017.
- Top performer in cross-sell of bancassurance program at MCB for 1st & 2nd quarter of 2018.
- 3 times Employee of the month at MCB north region KPK.
- Top Performer in cross-sell of auto finance for year 2019 in operations team from whole KPK-I region at bank Alfalah limited.
- Successfully marketed 47 creditcards for year 2021 bank alfalah limited.
- Contribution of 60 millions of current deposits for deposit campaign year 2022 at bank alfalah pakistan.
- All with proven record/references.

SKILLS

- Typing speed of 40 WPM
- MS office suits
- Windows installation
- Canva software for designing
- Communication skills
- Customer services
- Critical thinking

LANGUAGES

urdu English Pashto

EDUCATION

BACHELOR OF INFORMATION TECHNOLOGY

CERTIFICATES

CERTIFIED TEACHER

REFERENCE

1. MR. AAMIR KHAN DILBARI

OFFICE MANAGER MOBI HUB DUBAI FZCO

+971 56 542 4550

2. MR. SAHIR ULLAH

MD. ZAIN BUILDING CONSTRUCTION ALFUJAIRAH

+971 50 512 4298

3. MR. SAEED KHAN

MANAGER OPERATION BANK ALFALH LTD 0298

+92 345 930 1131

4. AJMAL ANWAR

BRANCH MANAGER MCB LTD 0151

+92 345 244 8000

5. DR. ANWAR KHALID

FIELD SERVICES MEDICAL OFFICER

+92 346 984 2005