



AROOSA HAMEED

OBJECTIVE:

To pursue my career in a company that makes full utilization of my initiatives, to work as a part of team, to assume responsibilities and implement ideas and to use my abilities to contribute to the development and growth of the organization and work to the very best of my abilities and be an asset to the organization.

PROFESSIONAL EXPERIENCE:

- ✚ **09 Months experience as Branch Services Manager with Muslim Commercial Bank in Pakistan.** From June 2023 to till date
- ✚ **2 year experience as a Branch Operation Manager in Habib Bank Limited in Pakistan.** From 2021 to 2023
- ✚ **7 month experience as a Branch Operation Manager in United Bank Limited in Pakistan.** From March 2020 to Sep 2020
- ✚ **4 year experience as a Customer Services Officer in United Bank Limited.** From August 2016 to Feb 2020
- ✚ **1 year experience as a Universal Teller From Hillcrest Company** From 2014 to 2015

DUTIES AND RESPONSIBILITY:

- Assist Clients with their banking needs including opening and closing accounts, Depositing and withdrawing funds and applying for loans and credit cards.
- Process transactions accurately and efficiently, Including verifying customer identities and ensuring compliance with banking regulations

EDUCATION:

- Masters in Commerce From University of AJK, Muzaffarabad in 2017

DECLARATION

I hereby declare that the above mentioned statement are correct & true the best of my knowledge & belief.

PERSONAL INFORMATION

Nationality	Pakistan
D.O.B	22/04/1993
Passport No	CJ6274962
Passport Issue	25/07/2022
Passport Expiry	24/07/2027
Gender	Female
Religion	Islam

CONTACT DETAILS



ADDRESS

Abu Dhabi, UAE



PHONE

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EMAIL

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LANGUAGES

ENGLISH

URDU

SKILLS

- ✚ Computer skills
- ✚ Multi tasking ability
- ✚ Interpersonal skills
- ✚ Analytical skills
- ✚ Attention to detail
- ✚ Teamwork
- ✚ Work independently