



Zeeshan Mirza

OBJECTIVE

To secure a rewarding position where I can utilize my skills knowledge, and experience to contribute to the success of an organization. With a strong work ethic, excellent communication abilities, and a passion for continuous learning, I aim to make a positive impact and grow both professionally and personally values innovation, teamwork, and professional development.

WORK EXPERIENCE

Teller Officer

Habib Bank Limited

Aug 2015 To Oct 2019

- Cash Payment (Local and Fcy)
- Cash Receipt (Local and Fcy)
- Cash Handling in transit
- Post of outward clearing
- National prize Bond
- Utility bills SNGPL GEPCO PTCL
- Home Remittance Ria, Western Union, ACE, IMF, AFTAB currency MoneyGram etc
- Stationary and ATM
- Report Suspicious transaction to the Branch Operation Manager
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Counter Service Officer OG 3

Bank Alfalah Ltd

Feb 2020 To July 2022

- Handle cash
- Related transaction which include cash receipt
- Payments
- Exchange of denomination
- Credit card Payment
- Fee Payment
- Cash advances
- Cash sorting
- Utility Bills Receipt as per Bank policy and Procedure
- Issue banker related cheque and related transaction as per bank policy and procedure
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Relationship Manager OG 3

MCB Bank Ltd

Aug 2022 To 29th May 2023

- Manage Liability portfolio and client relationship
- Deposit Mobilization and NTB account opening
- Cross sell various Product such as Consumers and insurance products
- Achieve agreed sales targets
- Provide Highest level of Customer service
- Networking with existing and prospective Clients

CONTACT



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Email

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Address

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District Sialkot Pakistan

SKILLS

- Communication
- Leadership
- Financial analysis
- Management
- Problem Solving
- Adaptability

COMPUTER SKILLS

- MS Office (Word, Excel)
- HBL "MYSIS"
- Bank Alfalah Ltd "T24"
- MCB Bank Ltd "SYMBOLS"

LANGUAGES

English



Urdu



Punjabi





ACADEMIC QUALIFICATION

Matric [2011]
Bise Gujranwala

I.Com [2013]
Bise Gujranwala

B.Com (IT) [2015]
University Of Punjab

Diploma in Fire and Safety



ACHIVEMENTS

- Three Times Bike Winner in Home Remittance Campaign in Sialkot area and also getting 8th position in Pan Pakistan



PERSONAL INFORMATION

- **Date of Birth** 23-02-1994
- **Religion** Islam
- **Nationality** Pakistani
- **Marital Status** Married
- **Visa Status** Visit