

Results-driven banking professional with extensive experience in financial analysis, client advisory, and operational management. Currently serving as a Banking Data Assistant Analyst at KVA Hotel Management in Dubai, where I manage invoicing processes, generate margin reports, and optimize pricing strategies through ERP system management. Previously, I excelled as a Senior Investment Advisor at Almeezan Investment Management, delivering tailored financial advice and ensuring high client satisfaction through comprehensive market and competitor analysis. My career began as a Tele Sales Representative, where I honed my sales skills by consistently exceeding targets and enhancing customer service in a fast-paced environment. Possessing strong expertise in strategic planning, operations oversight, and financial analysis, I am committed to driving business growth and delivering exceptional service to clients.

WORK EXPERIENCE

1. Banking Data Assistant Analyst

KVA Hotel Management | Dubai

Mar 2024 - Present

- Analyzing financial data and tracking retail performance to align with KVA Management's business objectives.
- Managing invoicing, margin reports, and special pricing through ERP systems to streamline operations.
- Utilizing CRM tools to gain customer insights, enhancing service offerings and engagement.
- Conducting market and competitor analysis to support effective pricing strategies
- Applying five years of wealth management experience to optimize data processes and drive profitability in the hotel retail sector.

2. Senior Investment Advisor

Almeezan Investment mgt ltd I Pakistan.

Sep 2018 - Nov 2023 (5.2Y)

- Financial Advisory: Delivered tailored financial advice to clients, helping them achieve their personal financial goals.
- Customer Service & Client Satisfaction: Consistently ensured client needs were met, maintaining high satisfaction and long-term relationships.
- Return Calculations: Accurately calculated financial returns, optimizing client investments for maximum growth.
- Industry & Competitor Analysis: Compiled detailed industry and competitor reports to provide insights and strategic recommendations.
- Market & Stock Research: Conducted detailed analysis to support informed investment strategies & recommendations.

3. Tele Sales Representative

Orison | Susan Road Faisalabad Pakistan

Oct 2016 - Aug 2018 (≈2Y)

- Conducted outbound calls to UK residents, promoting and selling energy contracts.
- Consistently met and exceeded sales targets through persuasive communication.
- Built rapport with potential customers to explain contract benefits and overcome objections.
- Followed strict compliance and regulatory guidelines during each call.
- Enhanced customer service skills while working in a fast-paced, target-driven environment.

Core Skills

Operations Oversight, Financial Analysis, CRM systems, Strategic Planning, Microsoft Office Suite, Negotiation Skills, Financial Advice, Client Service, Finance, Client Satisfaction, Multi-tasking, Cross-selling, Time-management Skills, Collaborating, Prioritize Tasks, Processing Deposits, Retail Banking, Data Entry, Microsoft Office Suite.

Education

Government College University

Bachelor of Science Mathematics GPA 2.67/4.00

Sep 2012 - Oct 2016

Languages

English (Fluent), Urdu (Fluent), Hindi (Fluent)

Certificates

Mutual Fund Basic Certification (Oct-2022)

IFMP-Institute of Financial Markets of Pakistan

Awards

Highest Net Sales Achiever

Almeezan Investment mgt Limited

Sales Achievement: Exceeded the net sales target by 750%.