

## Cash officer

**Zeeshan Mirza**  
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### OBJECTIVE

My objectives is to achieve laural success in my professional career provide services with utmost commitment and dedication.

### SKILLS

**Systems used in different Banks HBL LTD (Mysis) BAFL LTD (T24) MCB LTD (Symbol)**

**Office Management Ms Word Ms Excel PowerPoint**

### EXPERIENCE

<b>May 2024 - Till today</b> <b>Relationship Officer</b>	<b>Smart Union Commercial Brokage LLC</b> Credit Cards ( Mashreq Bank)
<b>Aug 2022 - May 2023</b> <b>Relationship Manager</b>	<b>Muslim Commercial Bank Ltd</b> 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
<b>Feb 2020 - July 2022</b> <b>Customer service officer</b>	<b>Bank Alfalah Ltd</b> 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
<b>Aug 2016 - Oct 2019</b> <b>Teller/Cashier</b>	<b>Habib Bank Ltd</b> 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

### EDUCATION

Degree / Course	University / Board	Percentage / CGPA	Year of passing
Matric (Science)	Bise Gujranwala Board	52	2011
I.com	Bise Gujranwala Board	63	2013
B.com (it)	University of Punjab	52	2015
Safety Inspector	Askari Institute of Technology	74	2016

#### ADDITIONAL PERSONAL INFO

Address	Emerald tower M04 near Cornish hotel Abu Dhabi
Languages	English Urdu Punjabi
Date of Birth	23-02-1994
Facebook	<a href="https://www.facebook.com/m.shani.98031?mibextid=ZbWKwL">https://www.facebook.com/m.shani.98031?mibextid=ZbWKwL</a>
Marital status	Married
Nationality	Pakistani
Religion	Islam
Passport	BM0915292
Gender	Male

#### DECLARATION & SIGN

I declare that the information presented in this resume is true and accurate to the best of my knowledge. I assure you that my experience, skills, and qualifications meet the requirements of the job and I am committed to making a positive contribution to your organization.