

# Joynal Abedin

## Assistant Cash Officer

I am a good candidate for this position, as I have experience working in different work environments of varying team and company sizes, often in a fast paced environment. My excellent communication skills allow me to create working relationships based on trust and mutual respect. I possess relevant experience, a strong work ethic, and the hard and soft skills required to carry out the company mission.



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Kalu Meah Bari, Vill: Khanmohona, 13 No.  
South Vurshi Union, Upazila + Thana :  
Patiya, Post Office : Patiya-4370,  
Chattogram, Bangladesh, Bangladesh

## WORK EXPERIENCE (04 YEAR 08 MONTH)

### Assistant Cash Officer

First Security Islami Bank PLC, Jubilee Road Branch, Chattogram. Since : 25th October 2020 to till now.

#### Achievements/Tasks

- 1. Cash receive. 2. Cash Payment. 3. Utility Bill Receive. 4. ATM Cash Load. 5. CTR/STR Reporting. 6. Torn/ Fake note Statement. 7. Coin Statement. 8. Deposit Mobilization. 9. Duties Given by Branch Manager & Manager Operation.

Contact : Mr. Mohammad Anwarul Alam (SAVP & Manager) - 01711-761972

## EDUCATION

### Master of Business Administration

Govt. Commerce College, Chattogram (Under National University)

#### Courses

- Management
- Result: Appeared

### Master of Bank Management

University of South Asia, Dhaka

#### Courses

- Bank Management
- Result : 3.54 out of 4. Passing Year : 2023

### Bachelor of Business Studies

Govt. Hazi Muhammad Mohsin College, Chattogram (Under National University)

#### Courses

- Business Studies.
- Result : 3.15 out of 4. Passing Year: 2018

### Higher Secondary Certificate Examination

Begul Gul Cemon Ara Academy (School & College). Board: Chattogram

#### Courses

- Group: Business Studies
- Result : 3.67 out of 5. Passing Year: 2015

### Secondary School Certificate Examination

Abdus Sobhan Rahat Ali High School. Board: Chattogram.

#### Courses

- Group: Business Studies
- Result : 3.88 out of 5. Passing Year: 2015

## TRAINING

2nd Batch of Virtual Foundation Course for Trainee Assistant Cash Officers (TACO). Duration : 6 days (20/06/2021 to 26/06/2021). Institution: First Security Islami Bank PLC Training Institute

Refreshers' Training Course on Cash Management and Operation. Duration : 5 days ( 26/05/2024 - 30/05/2025). Institution: First Security Islami Bank PLC Training Institute)

## PROFESSIONAL QUALIFICATION

FinTech ( Jointly With Dhaka Chamber of Commerce & Industries and Daffodil International University)

- Course on going

Certificate Course on Islamic Banking & Finance (Central Shariah Board for Islamic Banks of Bangladesh)

- Result : Completed
- Year: 2024

Associate Of The Institute Of Bankers, Bangladesh (AIBB) Under: The Institute Of Bankers Bangladesh, Dhaka

- Result : Completed
- Passing Year: 2024

Junior Associate of The Institute of Bankers, Bangladesh (JAIBB). Under: The Institute Of Bankers Bangladesh, Dhaka

- Result : Completed
- Passing Year: 2023

## ACHIEVEMENTS

2nd Position in Foundation Training

1st Position in Refreshers' Training Course.

## LANGUAGES

Language

Full Professional Proficiency