|  |
| --- |
| **RAHIM SHAH** Description: Copy of DSC_0086 copy**Date of Birth:** June 06, 1988 **CNIC:** 16102-0844742-1**Religion:** Islam **Email: Rahimshah03459083185**@gmail.com, **Cell:** 92-345-9083185,92-342-8403526**Languages:** Pashto (Native), Urdu & English (Can read write & speak) **Address Village:** Afzal Imam Colony Pat Baba road P/O Takht Bhai Tehsil Takht Bhai District Mardan, Khyber Pakhtunkhwa, PakistanCarrier Objective:  ***“*To work in pragmatic way in an organization where I can show my talent and enhance my skills to meet company goals and objective with full integrity and zest*”*** |
| Education  | **MBA Finance-Preston University 2013 CGPA 3.1/4.00****BBA(Hons) Finance-**(KPK Agricultural University Peshawar) **2010 CGPA 3.54/4.00****F.sc(pre-engg) Post Graduate College Mardan 2006 839/1100 76%****SSC (Science) THE Mardan Model School Mardan 2004 597/850 71%**  |
| **Synopsis** | I have done Master of Business Administration in the Discipline of Finance from Preston University & Also done Bachelors of Business Administration (Hons) in the disciplines of Finance from KPK Agricultural University Peshawar KPK Pakistan and have total of 7.5 years’ experience in Branch Banking. |
| * ***Habib bank ltd***
* ***Habib bank ltd***
* ***Habib bank ltd***
* ***Habib bank ltd***
* ***Habib Bank Ltd***
* ***Habib Bank Ltd***

**Allied Bank Limited** | 12, Jan, 2022- till to dateOrganization: *Habib Bank Limited ( conventional banking branch)*Title/Station: *Branch Manager based at Faujoon district Swabi*Responsibilities:* Ability to formulate strategies and committed to achieve targets/goals
* Leadership qualities with expertise in sales, marketing & business development
* Marketing and cross selling of Retail / Consumer products & services.
* Rendering highest level of services to clients in all circumstances
* Analytical, problem solving and having excellent communication & interpersonal skills.
* Account opening of customer
* Updating and maintenance of customer know your customer (KYC)
* Checking of customer transaction regarding AML
* Supervision of branch
* Work on Compliances issues
* Resolving of AML
* Knowledge of Islamic banking and conventional banking, SBP Regulation, compliance

09, Nov, 2021- 11-Jan-2022Organization: *Habib Bank Limited ( conventional banking branch)*Title/Station: *Branch Manager based at Takht bhai district Mardan*10, Feb, 2021- 08-Nov-2021Organization: *Habib Bank Limited ( conventional banking branch)*Title/Station: *Branch Manager based at Harichand district Charsadda*12, Sep, 2018- 09-Feb-2021Organization: *Habib Bank Limited ( conventional banking branch)*Title/Station: *Branch Manager based at Tangi district charsadda*16, Oct, 2017- 11-Sep-2018 Organization: *Habib Bank Limited ( conventional banking branch)*Title/Station: *Branch Manager based at Barikot district Malakand*May 04, 2015- 15 Oct,2017Organization: *Habib Bank Limited ( Islamic banking branch)*Title/Station: *Relationship Manager based at Batkhela Malakand Agency*Responsibilities:* Deposit Mobilization
* Business Development
* Marketing and cross selling of Retail / Consumer products & services.
* Providing quality customer service
* Networking with existing and potential clients
* Account opening of customer
* Updating and maintenance of customer know your customer (KYC)
* Checking of customer transaction regarding AML
* Lodging of cheques
* Posting of cheques and transfer of online

June02, 2013- July 2014 Organization: *Allied Bank Limited*Title/Station: *Business Development Officer based at Takht Bhai*Responsibilities* Deposit Mobilization
* Marketing of Bank Products
* Communicating new product developments to prospective clients
* Overseeing the development of marketing literature
* Writing reports
* Providing management with feedback
* Fully command over all Operation works
* Have Experience of Operation in using T24 software
* Experience of Accounting Opening,OnlineTransfering
* Lodgings of LBC and OBC
 |
| **Certificates****Skills & Abilities:****Computer Skill** | * BASICS OF ISLAMIC BANKING
* ANTI MONEY LAUNDERING
* KNOW YOUR CUSTOMER(KYC)
* UP YOUR SERVICE
* GENDER DIVERSITY
* Strong Interpersonal Skills,
* Strong Presentation Skills
* Should be able to work individually and in a Team work
* Goal Oriented
* Sound knowledge in Area of Interest,
* Good Computer Skill especially in MS Office Programs (word, Excel, Power point)
* Interactive and good in public relation

Diploma in Computer courses from Nicosia Computer College Takht Bhai Mardan Courses: T24 Allied Bank Software, Office Automation, Urdu In-page and internet. Peach Tree. |
| **References** | Will be provided on demand |