



Discovery Garden
Dubai, UAE.



+971 52 779 0001
+971 56 506 4737 (WhatsApp)



Niloferm07@gmail.com



Linkedin.com/in/nilofer-
memon-1a9a781b

ASPIRATION

To be one of the most reputed private banker in the country and to manage most of the High Net worth individuals and Corporate Clients assets for them.

OBJECTIVE

My objective is to pursue a highly challenging career where I can apply my creativity and competency, acquire new skills to enhance my existing knowledge and contribute effectively to the Organization.

NILOFER MEMON

EXPERIENCE:

K International

- Customer Service Management
- May 2019 to Till Date

Emirates Islamic Bank, Dubai

- Personal Banking Officer
- Jan 2016 to Nov 2018

Aseel Finance, Dubai

- Assistant Business Development Manager
- Jul 2014 to Dec 2015

HSBC Bank, Dubai

- Personal Banking Officer
- Oct 2013 to Jun 2014

SAMBA BANK – Financial Group, Dubai

- Senior Customer Relationship Officer
- Oct 2010 to Sept 2013

DU Telecom – BUZZ (Emirates Bank Group), Dubai

- Senior Customer Relationship Officer
- May 2007 to Sept 2010

IBM Daksh Private Limited, Mumbai, India

- Customer Relationship Officer
- Oct 2005 to Apr 2007

(Summary of experience in the following sheet)

EDUCATION

Bachelor of Arts

- From Mumbai University – March 2004

Personal Detail

- Age: 36 Years
- Marital Status: Single
- Nationality: Indian
- Passport No.: Z3671580
- UAE Visa Status: Visit Visa
- Driving License: Valid UAE License

Computer Knowledge

- CRM, Oracle, Finone
- Microsoft Office

Languages Known

- English – Very Fluent
- Hindi - Native
- Marathi – Competent

Special Interest

- Interested in Travelling
- Interacting with Different People
- Listening to Music

INTERPERSONAL SKILLS

Effective oral and written communication, self-motivated, quick learner, detail minded, ability to work well with others, time management, human relations, ability to motivate others, pleasing personality and an optimistic.

EXPERIENCE SUMMARY

Responsible for servicing portfolio of high net worth clients and acquiring new to bank customers and increase the volume of business. Worked on application like **CRM, Oracle, Finone**

- Responsible for Account Acquisition.
- Getting NEW Acquisitions for Savings A/c and Fixed Deposit A/C.
- Working on getting New Salary Transfer a/c and TFA to the bank.
- Listing new companies with the Bank.
- Setting New Payroll Accounts.
- Selling multi Bank products as per the customer's requirement.
- Manage, maintain & deepen the relationship with Clients
- Acquire New to Bank "mass affluent" and "affluent" customers thru' referrals using investments & insurance products as a vehicle to introduce them to the bank.
- To maintain sufficient AML & Compliance standards and do thorough KYC checks & due diligence on customer profile
- Getting new clients for fixed deposits.
- Opening new Credit card accounts for the customer.
- Providing information to the customer regarding the usage and benefits.
- Blocking the Accounts if required.
- Explaining the customer with new offer launched.
- Informing the customer regarding the policy and features.

REAL ESTATE BUSINESS EXPERIENCE

- Following-up for payment with clients
- Updating detail of existing properties to clients
- Scheduling NOC for the client
- Taking "Transfer Request" on behalf of clients
- Providing detail of new projects to clients