

HINA SULTAN



✉ sultanhina4@gmail.com

☎ 971553977320

📍 AL Rashidiya Dubai

🌐 <https://www.linkedin.com/in/hina-sultan-188081226/>

🚀 SKILLS

Cash drawer balancing, Customer confidentiality, Record keeping and documentation, Accounts payable and accounts receivables, Deposits, Money orders and withdrawals.

👤 PERSONAL DETAILS

Marital Status : Single

Nationality : Pakistani

Religion : Islam

Passport : Pakistani

Gender : Female

Place : Dubai

🎯 OBJECTIVE

To obtain a challenging role in a reputable bank where my skills and experience in finance, banking operations, and customer service can be utilized to support the growth and success of the bank while advancing my career in the banking industry.

📁 EXPERIENCE

Cash Officer 14/12/2020 - 08/02/2023

Habib Bank Limited Pakistan

- Processed daily client transactions, including deposits, withdrawals, selling cashiers checks.
- Accurately maintained records of each transactions and ensured all documentation and paperwork was in place and within compliance.
- Assisted client with various questions and concerns related their accounts and products.

🎓 EDUCATION

MSc Economics 2020

Karakoram International University

3.55

B.com 2016

GCCE Pakistan

2nd division

I.COM 2014

GCCE

2nd division

SSC 2012

DJCB High School Hunza Pakistan

2nd division