

IMRAN SHARIF

Accounts Manager, System Analyst (Flexcube Universal Banking), Banking International Trade Specialist



Personal details

- IMRAN SHARIF
- imransharifpk@yahoo.com
- +971 581 397 256
- Dubai - UAE
- Male
- Pakistani
- [linkedin.com/in/imran-sharif-54078937](https://www.linkedin.com/in/imran-sharif-54078937)
- Visit visa valid upto 12-Jul-2023

Skills

- MS Office (Word, Excel, Powerpoint) ●●●●●
- QuickBooks ●●●●●
- Fast Typing Speed ●●●●●

Languages

- English ●●●●●
- Urdu ●●●●●
- Punjabi ●●●●●

Profile

- 25 years of experience in banking (International Trade Services & Accounts, System Analyst Oracle Flexcube Universal Banking).
- Worked in different departments and positions in supporting as well as supervisory roles.
- Degree in MBA (Finance)
- Knowledge of International Chamber of Commerce (ICC) rules UCP, URR, URC, AML CFT & TBML, and Accounts Management.

Education

MBA (Finance) Mar 2004 - Jun 2005
Sarhad University of Sciences & Information Technology, Sialkot

Employment

ASSISTANT VICE PRESIDENT / HEAD OF INTERNATIONAL TRADE SERVICES / SYSTEM ANALYST (ORACLE FLEXCUBE UNIVERSAL BANKING) Oct 2012 - Nov 2019
Askari Bank Limited, Sialkot

- Team Member Flexcube Universal Banking Implementation team.
- Overall Supervision of daily Import/Export & Foreign Remittance transactions.
- Ensure that all cross-border international trade transactions meet regulatory compliance and reporting to central bank.
- Obtain necessary documents from customers before processing the international remittances.
- Reporting of unusual and suspicious transactions to compliance division that do not match with customer's profiles.
- Thorough screening of remittances MT messages to identify clear purpose of remittance.
- Conduct inquiries to establish relationship between remitter and beneficiary.
- Prime focus on third party remittances and demand additional documents where necessary.
- Review Nostro accounts with the correspondent banks for any unattended payment.
- Ensure to maintain a very good audit rating.
- Periodic meetings with Govt. regulatory bodies.

ACCOUNTS MANAGER Jul 2008 - Oct 2012
Askari Bank Limited, Sialkot

- Checking of figures, postings, and documents for correct entry, mathematical accuracy, and proper codes.
- Manage cash / cheque transactions at the counter and ensure delivery of quality service to customers as per SOPs.
- Supervise branch transactions in turn around time.
- Ensure that all branch transactions are performed in line with Central Bank's regulations.
- Record, store, access, and/or analyze computerized financial information.
- Classify, code, and summarize numerical and financial data to compile and keep financial records, using journals, ledgers, and/or computers.
- Complete period-end closing procedures and reports as specified.
- Monitor and manage all expenses within the allocated budget.
- Reconciliation of various different accounts.
- Monitor Accounts Payables / Receivables.

Qualities

- Punctual
- Analytical Skills
- Diligent
- Flexible
- Friendly
- Interpersonal Skills
- Organizing
- Personal Attributes

- Payroll management.
- Participate in internal, external, and regulatory audit processes and ensure compliance with SOPs.

Trade Services Officer

Jan 1998 - Jul 2008

Askari Bank Limited, Sialkot

- Scrutiny of documents drawn under Export/Import Letter of Credit.
- Processing of application for the opening of Letters of credit and transmission of soft copy of MT 700 /MT 707 to the swift department.
- Regulatory reporting and compliance.

Trade Services Officer

Nov 1994 - Jan 1998

Bolan Bank Limited, Sialkot

- Handling inward / outward documentary collections.
- Handling of Home remittances.
- Regulatory reporting and compliance.

Achievements

- My exceptional performance has led to my receiving **06 well-deserved promotions** throughout my career.
- I have been honored to receive **cash awards** in recognition of my exceptional performance in achieving challenging trade business targets.
- **07 years of consistent achievement** in trade business targets demonstrate my unwavering commitment to excellence and exceptional ability to drive business growth.
- My exceptional management skills and meticulous attention to detail have resulted in consistently maintaining a **highly favorable audit rating**.

Trainings / Seminars

Courses / Seminars

- Two days course on Branch Budgeting and Income/Expense control at the bank's Head Office.
- One day course on "UCP 500" at the bank's Head Office.
- One-day course on "e-UCP" arranged by the Institute of Bankers, Pakistan
- One-day course on "International Claims under Documentary Credit" arranged by the Institute of Bankers, Pakistan
- One-day course on "SWIFT" (Society for World Wide Inter Bank Financial Telecommunications) arranged by American Express Bank Ltd.
- Two days course on "UCP 600" at the bank's Head Office
- One week course on "International Banking Skills" at the bank's Head Office.
- Two days course on "Foreign Currency Accounts & Remittances" at the bank's Head Office.
- Two days course on "Treasury Operations & Products" at the bank's Head Office.
- Two days course on "Foreign Trade Financing" at the bank's Head Office.
- Two days seminar on "World Trade Organization" at the bank's Head Office.
- Three days courses on "Audit on Foreign Trade Operations" at the bank's Head Office.
- Two days course on "International Standard Banking Practices (ISBP)" at the Head Office.
- Two days course on "Business Continuity Planning" at Training Academy at Head Office.
- Three days courses on "Trade-Based Money Laundering" (TBML)" at the bank's Head Office.