

WASEEM AHMED BHUTTO

Operation Manager

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Dubai,UAE.



SUMMARY

Banking & Finance in Management, Strategic Management, Project Finance Management, and Taxation laws, Islamic Financial System, with the proven experience of the management & personnel skills. Research Analyst and Strategic thinker with outstanding ability to ensure efficient results. Proactive and well organized team player with high degree of attention and strong commitment to work plus excellent communication, negotiation, organizational, problem solving and time management skills. Seeks a more challenging work profile to utilize gained experience and management skills.

EXPERIENCE

Banking Services Manager 10/2019 - Present
Allied Bank Limited Karachi Pakistan

The Bank started out in Lahore by the name Australasia Bank before independence in 1942; and became Allied Bank of Pakistan in 1974. In August 2004, because of capital reconstruction, the Bank's ownership was transferred to a consortium comprising Ibrahim Group; therefore, it was renamed as Allied Bank Limited in 2005. Today, with its existence of over 75 years, the Bank has built itself a foundation with a strong equity, assets and deposit base. It offers universal banking services, while placing major emphasis on retail banking. The Bank has a large network of over 1425 online branches & 1500+ ATMs in Pakistan and offers various technology-based products and services to its diverse clientele

- Retail Banking: - Handled operations with focus on account adoption. The job entails knowledge of KYC process and best Practices of adopting a customer, whether corporate or an individual. I'm also entrusted with additional responsibilities of
- day to day operations as a result of trust of my seniors
- Customer Banking: Handled various products like personal loans from initial assessment to disbursement. This required deep understanding of the delivery process and underlying SOPs
- Major Responsibilities are as below:
 - Financial planning and forecasting of cash flows
 - Issuance of payments orders demand draft and term deposit
 - RTGS Transaction and balancing of all internal bank accounts
 - Preparing monthly Management Reports regarding financial facilities.
 - Various assignments assigned by management on frequent basis

STRENGTHS

♥ **Leadership**
Proven ability to inspire and lead cross-functional teams.

🧠 **Skills**
Innovation Strategic Planning
Product Development Team
Management Public dealing

TRAINING / COURSES

International Transaction
Reporting (ITRS)
Branch Operation
Program (BBOPSBO)
FATCA Awareness
Enhanced Security
Features of Banker
cheque

ABILITIES

Efficient · Multitasking ·
Problem solving ·
Time Management ·
Decision Making · Active listening ·
Team work · Leadership

EXPERIENCE

Banking Services Officer

2017 - 06/2019

Allied Bank Limited

Karachi

Allied Bank Limited one of the leading Bank in pakistan and large network of branches.

- Account opening
- Locker Operations
- Cheque Book ATM cards Managment
- Customer Service
- Which of your achievements match the job you're applying to?

Bank Teller

06/2012 - 12/2016

Allied Bank Limited

Karachi

Allied Bank is one of Pakistan's leading bank

- Handle transactions for customers, including check cashing, deposits, withdrawals, transfers, loan payments, cashier's checks, and opening and closing of accounts.
- Identify customer needs, provide information on new products and services, and direct customers to branch representatives as needed.

EDUCATION

B.com

03/2005 - 03/2007

Shah Abdul Latif University Khairpur

Khairpur Pakistan

Intermediate

03/2003 - 04/2005

Board of Secondary Education Larkana

Karachi, Pakistan

LANGUAGES

English

Advanced



Urdu

Native

