



# Hussain Raza

Looking towards establishing a career in management, with emphasis on continuous learning and focus on accepting new, creative and challenging assignments, pre-defined with measurable deliverables to add value.

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📍 Dubai, UAE

## WORK EXPERIENCE

### Customer Service Agent (Continue)

Expo City Dubai

Dubai

*Working as customer service agent in Expo City Dubai*

### Relationship Executive-Liability

Habib Metro Bank Limited

09/2021 - 12/2022

Kohat, Pakistan

*Responsibilities as Relationship Executive-Liability, No. of accounts, Provide loans for housing and vehicles, credit cards, Debit cards, Roshan Digital accounts, deposit etc.*

### CPC Manager

United Bank Limited

09/2019 - 08/2021

Kohat, Pakistan

*Manage the whole district cash of 17 branches on daily bases, Coordination with other regions regarding underlimit/over limit of cash*

### Operation Officer

United Bank Limited

11/2017 - 08/2019

Kohat, Pakistan

*Responsibilities as Operation Officer Account Opening, Dormant Accounts, CIF'S, Dashboard, TDR, Inward & outward clearing, remittances.*

### Cash Officer

Habib Bank Limited

06/2012 - 10/2017

Kohat, Pakistan

*Responsibilities as Cash Officer Account Opening, punching vouchers of received, payment, transfer & Banker cheques, OBC'S, remittances etc.*

### Data Entry Operator

Al-Asar Higher Secondary School

01/2010 - 02/2012

Kohat, Pakistan

## CERTIFICATES

- Professional grooming and etiquette.
- Account opening process for sales force.
- Effective branch relationship management.
- Habib Metro products suit.
- Fair treatment to customers (FTC).
- ISecure HBL.
- Teller's training programs.

## SKILLS

Good Interpersonal skills with all grades of employees

## EDUCATION

### B.Sc. Computer Science

Islamia College Peshawar

## LANGUAGES

English

*Professional Working Proficiency*

Urdu

*Native or Bilingual Proficiency*

Pashto

*Native or Bilingual Proficiency*