



ABDUL REHMAN
Operation Officer

30th Sep 1995
 Married
 +971558397885
 abdulrehmankhan6688@gmail.com

Yarmook Street, Building No. 26,
Sharjah, UAE

Visa Status: Visit Visa

SKILLS

Cash Management

Client Relationships

Account Maintenance

Bank Policies

Customer Accounts

Problem Solving

Communication Skills

Remittances

LANGUAGES

- English
- Urdu



CAREER OBJECTIVE

To secure a challenging position in a reputable organization to expand my learnings, knowledge and skills. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company



WORK EXPERIENCE

TELLER/CASHIER

Faysal Bank Multan, Punjab, Pakistan

13-05-2019- 24-01-2024

INTERNSHIP

Askari Bank Multan, Punjab, Pakistan

23-10-2018-03-12-2018



JOB RESPONSIBILITIES

- Undertaking Cash Receipts & Withdrawals Safeguard the cash vault, stationery and ATM, while processing transactions.
- Report suspicious transactions to the Branch Operations Manager.
- Supervisor as and when required, to ensure Compliance in a timely manner.
- Keeping up-to-date of all the Regulatory requirements, Bank Policies & Procedures
- Accurate execution of all customer financial transaction



EDUCATION

GRADUATION (BA)

Bahauddin Zakariya University Multan Pakistan

2016 - 2018



CERTIFICATES

- 01 Year diploma as a Computer Operator in Leads Teach Lahore Pakistan.
- Time & Stress Management Seminar
- Risk Management Workshop



ACHIEVEMENT

- Within 1 Year I was promoted in Trainee Branch Service Officer to Branch Service Officer.
- I was a Top Performer in the Multan Region and Appreciated by Top Management in 2021.



REFERENCE

REFERENCES AVAILABLE UPON REQUEST