



ANIS ANWAR MUHAMMAD ANWAR

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📍 House No. 1255-A Ghousia Street Dhoke Farman Ali Chaklala Road Rawalpindi Punjab Pakis...

Education

B.COM

University of Punjab, Rawalpindi
Completed B.com with 56 percentage.

2015

I.COM

Rawalpindi Board, Rawalpindi
Completed I.com with 67 percentage

2013

Matric

Rawalpindi Board, Rawalpindi
Completed Matric with 70 percentage

2011

Employment

Universal Banker (Cashier)

Aug 2017 - Aug 2022

Allied Bank Limited, Rawalpindi
Worked as Teller Services Officer in Allied Bank Limited Pakistan.

Job Description:

- Efficient handling of payments / receipt / sorting of local and foreign currency (cash).
- Entry of opening cash balance, posting of all receipts and payments.
- Handling of the utility bills according to SOP.
- Preparing Cash Management report as per State Bank of Pakistan guidelines.
- ATM Operations and Reconciliation.
- Payments of Foreign remittances.
- Processing Pay Orders over the cash Counter.

Banking Services Supervisor

Aug 2022 - Present

United Bank Limited, Rawalpindi
Working as Banking Services Supervisor in United Bank Limited Pakistan.

Personal details

Date of birth
December 28, 1990

Place of birth
Talagang

Gender
Male

Nationality
Pakistani

Languages

English

Urdu

Punjabi

Hobbies

- Exercise
- Social Gathering
- Outing with Family

Qualities

- Regular
- Punctual
- Neat and Clean