**First Name of Application CV No 1648980**

Whatsapp Mobile: +971504753686



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**Career Objectives**

An extremely skilled professional having proven experience over 3 years, Seeking a career opportunity within a professionally managed organization where my experience, skills and education will gain me a position of substantial responsibility and perpetual growth.

**Organizational Experience**

**Emirates Islamic Business Finance, UAE May 2015- Till Date**

**Relationship Officer (SME)**

* Identifying, targeting and acquiring new client for **Business Finance** through presentation during Cold Call & Tele calling.
* To ensure high-level customer satisfaction at all levels through coordination with other departments**.**
* Maintaining all Customer Details in Excel after trading.
* Customer Follow-up for EMI (Reminder call to the customer one day before EMI date).
* Preparing and maintaining all paperwork necessary regarding trading and clients documents.
* Opening **Current Account** as cross sell product to do the trading in linked account
* KYC and EDD to open new account as well to do FATCA for entity and individual
* Follow up with customer to maintain the account balances.

**Aseel Islamic Finance (FGB) UAE Feb’2014- July’2014**

**Sales Officer (SME)**

* Dealing with the customers and build a strong relationship.
* Assisting and preparing all documents required for each Application.
* Making daily consolidated Transmittal, follow up, for Discrepancies and Resolutions.
* Achieving over-and-above the assigned targets and maintain consistency.
* Sourcing new business for the organization and serving the clients.
* Visiting the companies to get business from those companies.
* Collecting data from cold calling.
* Reporting to Branch manager.

**Majid Al Futtaim Finance LLC, UAE Jan’2013-Dec’2013**

**Sales Officer (Najm Cards)**

* Dealing with salaried & self employed customers.
* Assisting and preparing all documents required for each Application.
* Achieving over-and-above the assigned targets and maintain consistency.
* Collecting data from cold calling as well as Carrefour to maximize business

**Scholastic Credentials**

**2003-2005 MBA** **Master of Business Administration** (2 year Full Time)

V.B.S. Purvanchal University, Jaunpur (U.P.) India

Specialization in Marketing & HR

**1999-2002 Bachelor of Science (Hons.) from Aligarh Muslim University (AMU)**

Specialization: (Chemistry)

**IT Skills**

* Diploma in Desk Top Publishing (DTP) Duration: 3 Months.
* Proficiency in MS- Excel, MS- Word, Power Point, Page Maker & Coral Draw.

**Personal Details**

Nationality : Indian.

Sex : Male.

Date of Birth : 2nd May 1980

Marital Status : Married.

Languages Known : English, Hindi, and Urdu.