**ZAHEER KHAN**

E-mail : mynamezaheerkhan@gmail.com

Mobile: 9030938693

**Career Objective:**

 Performance driven Retail Banker with a proven ability to achieve and exceed all Business development and revenue generation targets in high-pressure environment seeking assignments in areas of Banking/Financial services and allied areas with a growth-oriented organization.

**Professional Profile:**

* A Management Graduate with exposure to Retail Banking, Private Banking, Corporate Banking and NRI Services provided by Bank.
* Good knowledge of Banking products and process with more than 3 years of strong domain experience.
* Hands on experience in Finacle, Fin one Software, CRM and other banking tools.
* Team player with Good communication, analytical and problem solving skills.

**Organizational Experience:**

* Working as an Assistant Manager with **AXIS Bank Ltd,** From 24th March 2017 to 19th September 2021.

**Chief Tasks Handled:**

* Interacting with the customers for promotion of all the basic bank products like Savings, Current Accounts, Non-Residents Accounts, Fixed Deposits and also cross selling of other products like Mutual funds, Insurance, Assets and Foreign Exchange.
* Handling all areas of branch banking such as Cash, Queries and, Forex card, Remittances (Inward & Outward).
* Expertise in Cash handling, Operations, Business development activities, CRM & Back office Operations across Banking & Financial Industry
* Acquiring new customers and also generating business by cross-selling and educating customers about investment products.
* Reviewing of Daily EOD Report like Large Cash Transactions, TOD, Bank GL Report, Account and Fixed deposit Reports, RTGS, NEFT etc. and submitting fortnight Reports like Suspense, Suspicious, TOD and checking all deferred and dummy accounts.
* Responsible for submitting fortnightly CAT reports to corporate office.
* In charge of Banking Operations, Cash Vault, Lockers, Demand Drafts, Foreign Currency and Travellers Cheques etc.
* Responsible for AUDIT (external / internal) compliance for the branch.

**Certifications**:

* Certification Name: NISM

Exam: Association of Mutual Funds in India Year: 2017

* Certification Name: IRDA

Exam: Insurance Regulatory Development Authority Year: 2017

**Technical Skills:**

* Banking software : Finacle, Saksham, Fin one, and CRM
* Office Suite : Ms-Office

**Academic Profile:**

* Completed M.Sc. from Andhra University 2013-2015.
* Bachelor of Science (B.Sc.) from Andhra University 2010 to 2013
* Completed +2 from Central Board of Secondary Education, 2008 to 2010
* From the Board of Secondary Education in 2008

**Personal Profile**

 Date of Birth : 13-04-1992.

 Sex : Male

 Languages Known : English, Telugu and Hindi

 Address : D.no: 13-410/6, Sundarayya nagar, Arilova.

 Visakhapatnam – 530040.

**DECLARATION:**

I assure that the above information is true and correct to the best of my knowledge and belief.

Place: Visakhapatnam

Date: (ZAHEER KHAN)