

MR. RIZWAN

Trade Officer

Contact Information

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Objective

Highly motivated employee with a strong work ethic, adaptability, and exceptional interpersonal skills. Adept at working effectively unsupervised and quickly mastering new skills.

Skills

- Trade Finance & Credit Analysis
- LC & Contract Management
- ITRS Reporting & Regulatory Compliance
- Customer Service & Cash Handling
- ATM Replenishment & Banking Operations
- Financial Reporting & Risk Assessment
- Strong Communication & Problem-Solving

Experience

Bank Al Habib Pvt Ltd

Certified Trade and Credit Officer | April 2024 - Present

- Managing trade finance operations, including LC processing and contract management.
- Ensuring compliance with State Bank of Pakistan regulations through accurate ITRS reporting.
- Supporting credit analysis and trade transaction monitoring.

Chief Cashier / Universal Teller / Counter Service Officer | Dec 2019 - Mar 2024

- Managed cash handling, customer service, and ATM replenishment.
- Ensured accuracy in counter operations and financial transactions.

Education

University of Punjab

Bachelor of Commerce | Feb 2017 - Mar 2019

KIPS College

FSC Pre-Engineering | Mar 2015 - Mar 2017

Science Locus High School

Matric | Mar 2013 - Mar 2015

Certifications

Certified Trade and Credit Officer | NIBAF | Feb 2025

- Expertise in trade finance, credit analysis, and regulatory compliance.

Interests

- Cooking
- Traveling