

Rai Ejaz Hussain



E-mail

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Phone

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Address

Al Maraya Building Satwa
Dubai

SKILLS

Financial Reporting



Accounting



Data Entry and Book Keeping



Administration



Payroll Management



Bank Reconciliation



Operations



Typing Skills



LANGUAGES

English

Urdu

Hindi

ACHIEVEMENTS

I was awarded with certificate of International English Language Testing Systems certificate by British Council with final score of 6.5 bands overall in 2016.

OBJECTIVE

Try my best to grow along with the Organization for whom I am working with Hard Work, Honesty, Loyalty and Humbleness

REFERENCE

15/01/2019 - | Accountant
30/05/2024

Bin Saboor Trading

Sales and Purchase Invoices Posting, Petty Cash, Supplier Reconciliation, Financial Reporting, Payroll Management, Bank Reconciliation etc

22/02/15 - | General Accountant
17/09/18

Grand Optics LLC

Supplier Payments, Financial Statements, Payroll Management, Bank Reconciliation, Cash Collection from Showrooms, Petty Cash etc.

28/06/12 | Branch Service Delivery Manager

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07/05/14 NIB Bank Ltd

Bank Branch Operations like ATM Operations, Locker Operations, Accounts Opening, Cash Receipts and payments, Clearing of Cheques, Issuing Banker's Cheques etc

26/12/07 - | Senior Officer Operations
21/06/12

Meezan Bank Ltd

Universal Teller responsibilities, Clearing of Cheques, Transfer Cheques, Issuing Banker's Cheques etc.

05/01/04 - | Cash Officer
24/12/07

Bank Alfalah Ltd

Cash Receipts and payments on large scale, Universal Teller, Clearing and Transfer Cheques etc.

EDUCATIONS

2005 | University of the Punjab Lahore

Masters of Commerce

66%

2002 | Hailey College of Commerce Lahore

Bachelor of Commerce

64%

Bank Alfalah Ltd role in development of Banking Industry of Pakistan

Bank Alfalah Ltd role in development of Banking Industry of Pakistan



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