Kazim Hasan

**STAMP 1G**

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**SKILLS**

Customer Service | Accounting | Financial Analysis | Teamwork | Customer Relationship Management

**EMPLOYMENT HISTORY**

**Customer Relationship Manager / Account Opening Officer | Bank Alhabib Limited**

**Aug 2016 - Aug 2023**

Handled various account opening responsibilities across diverse customer segments, including:

1. Student, minor, housewife, salaried person, sole proprietor, non-resident accounts, private limited, public limited, and Partnership accounts.
2. Demonstrated expertise in providing personalized assistance to clients, ensuring smooth account setup and addressing inquiries promptly, contributed to customer satisfaction.
3. Upheld compliance standards and regulatory requirements while processing account documentation.
4. Conducted thorough due diligence on customer profiles to ensure compliance with regulatory requirements and mitigate financial risks contributing to the banks effort in combating financial crime.

**Accomplishment:**

**Achieve bank deposit target by 500 million for the year ended, December 2022.**

**Assistant Manager | Bank Al Habib Limited Jul 2014 - Aug 2016**

1. Assisted senior accountants in preparing financial statements, including balance sheets, income statements, and cashflow statements.
2. Supported the finance team in conducting financial analysis, budgeting, and forecasting activities.
3. Participated in month-end and year-end close processes, ensuring accuracy and compliance with company policies.
4. Demonstrated strong attention to detail and accuracy in handling financial data and documentation.

**Audit Trainee| Qavi & Co. (Chartered Accountants), KARACHI-PAKISTAN Jun 2012 - Jan 2014**

1. Prepared detailed daily, weekly, and monthly reports to provide executives with up-to-date information for decision- making.
2. Conducted basic accounting functions, including reconciliation of books and financial records, to maintain accuracy and compliance.
3. Conducted thorough audits of vendor billing processes, identified errors, and implemented corrective measures.
4. Demonstrated strong attention to detail and accuracy in all tasks performed, ensuring high-quality work output.

**EDUCATION**

**MSC. INTERNATIONAL ACCOUNTING AND FINANCE | Dublin Business**

**School, (IRELAND)**

**Sep 2023 – Sep 2024**

**(Second Class Hon. 2.1)**

**MBA BANKING AND FINANCE | Karachi University Business School (University of Karachi)**

**Jan 2012 - Dec 2013**

**(First Class Hon. 1.1)**

**BACHLOR OF COMMERCE | University of Karachi Jan 2009 - Dec 2010**

**(Second Class Hon. 2.2)**

**ACCA**

In progress cleared 6 papers.

**ACTIVITIES & INTEREST**

1. Music.
2. Travelling.
3. Playing cricket & table tennis.