**RESUME OF MD. RAISUL ISLAM**

 Baganbari, South Madartek,

Basabo, Dhaka-1214

[@gmail.com](mailto:raisul2003@gmail.com)

Career Objectives

A highly committed, result-oriented, sound-minded & dedicated professional with 10 years of proven experience in the banking sector seeking a banking job position in a dynamic organization that needs an expert who can efficiently and effectively handle various banking needs.

Professional Profile:

Culturally sensitive and experienced leader with highly developed communication skills; written, verbal, and presentational. Adept at strategically identifying, developing, and implementing customized solutions to support global business strategies and needs. Excellent in strategic planning with comprehensive knowledge of business engagement, organizational development, team building.

Areas of expertise:

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| * General Banking operations | * Cash Management |
| * Credit Card Operations | * Mail correspondence |
| * International Trade Finance operations | * Leadership |
| * Money Laundering | * Marketing Strategies |
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Work Experience

**Career Summary**

* More than 10 years working experience in banking sector.
* Working in General Banking Area, Credit , International Trade Finance & Customer Service.
* Sound knowledge of day to day operations at branch banking.
* Good reputation with the management.
* Good communicative skills with a high convincing ability.
* Ability to build strong professional relationship with potential customers.
* Ability to modulate voice and authority as per the requirements.

**Salary & Benefits (Monthly)**

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| --- | --- |
| Present:  Gross: BDT 43,200.00  LFA: BDT 3,600.00  PF: BDT 2,250.00 | Expected:  BDT 70,000.00 to 80,000.00 |

**Experience Details**

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| 08/11/2017 – 23/10/2018 | **Officer, Branch Service Manager & General banking In-charge, ONE Bank Limited (Sonargaon Branch)**  ***Work Area-* GB In charge**  Functions- Branch Service Manager |
| 01/01/2017 – 08/11/2017 | **Officer, ONE Bank Limited (Nandipara Branch)**  ***Work Area-* General Banking & Accounts**  Functions- All Functions of General Banking & Accounts |
| 01/01/2015 – 31/12/2016  01/01/2013 – 31/12/2014 | **Junior Officer, ONE Bank Limited (Basabo & Nandipara Branch)**  ***Work Area-* General Banking & Accounts**  Functions- All Functions of General Banking & Credit Department  **Assistant Officer, ONE Bank Limited (Basabo Branch)**  ***Work Area-* General Banking & Credit**  Functions- All Functions of General Banking & Credit Department |
| 01/01/2012 – 31/12/2012 | **Trainee Assistant Officer, ONE Bank Limited (Barisal Branch)**  ***Work Area-* General Banking & Accounts**  Functions- All Functions of General Banking & Accounts Department |
| 2008 - 2012 | **Operations Assistant, Standard Chartered Bank, Card Operation**  Functions-   * Solving Credit Card issues * Solving Complains * All kind of settlement of Credit card * Realizing transaction amount * Pay Order issue & encashment for card bills collection & Settlement. |

Professional Achievement

* Thank you card received from Managing Director twice for top performance.
* Win a wrist watch and thank you card from Managing Director being **ONE Bank Retail Star.**
* 11 times weekly star for collecting deposit.
* Greeting mail from Corporate HQ for collecting corporate deposit.
* Star performer June, 2009 at Standard Chartered Bank.

Educational Qualification

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| --- | --- |
| **Masters in Accounting** | **Jagannath University (2004)**  Result : 2nd Class |
| **Hons. in Accounting** | **Jagannath University College (2003)**  Result : 2nd Class |
| **HSC** | **Dhaka Board (1999)**  Result : 1st Division  Group : Business Studies |
| **SSC** | **Dhaka Board (1997)**  Result : 1st Division  Group : Science |

Professional Training

* Prevention of Money Laundering and Combating Financing of Terrorism Date: January 23, 2018
* General Awareness about IT Security in Bank: Issues and Challenges Date: June 13, 2016
* Foundation Course on Banking Date: January 18, 2015 to January 29, 2015
* Prevention of Money Laundering & Combating Financing Terrorism, Date: December 05, 2015
* Advance Sales Skills and Relationship Management, Date : March 05, 2015
* Bangladesh Electronic Funds Transfer Network (BEFTN) & Mobile Financial Services, Date: August 11, 2014
* Prevention of Money Laundering and Combating Terrorist Financing, Date : December 14, 2013

Computer Skills

* Good typing skills of 75 wpm
* Good knowledge of Banking management software and usage of its tools – eBBS, Card400 and Oracle Flexcube system.
* Knowledge with Microsoft Office kit – MS Excel, MS Word, Power Point, and Access
* Good knowledge with Graphics design – Adobe Photoshop, Adobe Illustrator & web design
* Computer hardware installation & Operating system installation.

Personal Qualities

* A quick learner
* Action oriented and a “can do” person.
* Ability to listen and appreciate
* High level of integrity and honesty
* Good communication and interpersonal skills
* Ability to conveyance customer

Key Skills and Strengths

* Good analytical and planning skills
* Good accuracy and attention to details
* Excellent problem analysis
* Excellent judgment according to the situation

Extra Curriculum Activities

* Blood donation regularly
* Member of Quantum Meditation for spiritual development
* Donate regularly for orphan child for their food & education

Interests

* Travelling
* Reading book
* Gardening
* Farming

Personal Details

Date of Birth : 15/12/1982

NID Number :

Fathers Name :

Mother Name :

Spouse Name :

Nationality : Bangladeshi

Religion : Islam

Permanent Add : Vill:

References

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| --- | --- | --- | --- |
|  | **Abir Rahman**  FAVP & Branch Manager  ONE Bank Limited  Barisal Branch, Dhaka |  | **Md. Afzal Hossain Khan**  Senior Manager, Card Operation  Standard Chartered Bank  Kawranbazar, Dhaka |

Declaration

I, the undersigned, confirm that to the best of my knowledge, this resume correctly describes myself, my qualifications, and my experience.

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