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| Arslan JANJUA  E: arslanshabbir26@gmail.com · M: 07918752232 |
| A computer science student who is motivated when challenged. Enthusiastic about applying the development as a professional to my work, to ultimately provide the best service to the customer. Described as a friendly, warm and passionate individual who you will always find with a big smile on my face.  **Skills**   |  |  | | --- | --- | | The ability to work in a fast-paced environment.  Team player.  Customer centric and able to challenge policies and procedures where appropriate.  Time management. | A good listener and always seeking feedback to improve further.  Communicating and understanding information via a range of mediums e.g. MS Teams.  Proficient in the use of Microsoft and Apple applications. | |  |  | |

**Experience**

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| **11/21**  **CEO, ASJ ASSOCIATES**  Service based business for purchase and sale of property in Pakistan, Azad Kashmir  Reason for leaving: Moved to the UK to further develop my career in a much more developed 1st world country.  **07/19 – 10/21**  **Branch Manager(avp), Faysal bank islamic**  Overseeing the day-to-day duties of the branch and supervising employees to meet the requirements of the bank. Guiding employees to grow the business and meet daily, monthly, and annual targets of the bank.  Reason for leaving: Starting own business and becoming my own boss and overseeing decision making.  **2/19 – 7/19**  **BRANCH MANAGER, JS BANK LTD**  Supervising all operations including creating excellent service for customers and the management of staff. Overseeing the administration, security and compliance and sales activities managing the expenses of the bank. |
| Reason for leaving: Opportunity to work at a bank which would allow me to further develop my career as a manager and enhance my leadership roles.  **05/16 – 02/19**  **RELATIONSHIP MANAGER, JS BANK LTD**  Performing the opening of bank accounts and providing a high level of face-to-face customer service.  Reason for leaving: Promotion to branch manager in the same organization.  **05/14 – 09/15**  **ACCOUNT OPPENING OFFICER, BANK AL HABIB LTD**  Working at the front desk dealing with customers, duties including custody of cheque books, ATM and opening of customer accounts  Reason for leaving: Travelled abroad for visiting.  **07/12 – 05/14**  **RELATIONSHIP MANAGER, JS BANK LTD**  Performing the opening of bank accounts and providing a high level of face-to-face customer service.  Reason for leaving: Develop my career in day-to-day operation field to expand my level of providing customer service. |
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**Education**

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| **09/06 – 09/10**  **BACHELOR OF SCIENCE (COMPUTER SCIENCE),** UNIVERSITY OF AZAD JAMMU & KASHMIR, KOTLI(A.K.) CAMPUS  2ND Division in Computer Science (Hons)  **07/04 – 06/06**  **INTERMEDIATTE FSC, cOMPUTER SCIENCE,** mirpur board(ak)  2ND Division  **02 – 04**  **Metric,** FEDERAL BOARD PAKISTAN  2ND Division in Science |
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**Activities**

I enjoy watching cricket and football. The most important thing in my life is spending time with my family and loved ones.

I have found that I enjoy taking on a role as a manager. My years of experience as a branch manager has provided me with a great insight into what is required to meet the day-to-day operations of a business and the responsibilities of looking over employees.