Curriculum Vitae

Liaqat Hussain

ADDRESS:

Mouza Baghri P/o Haveli Lal Jhang.

OBJECTIVE:

To take a long term career oriented employment to invest all my education Qualification, professional experience and to undertake responsibility to widen the scope of learning practically to the optimum benefits of the organization and entire development of my career.

PERSONAL DETAILS:

Father's Name	:	Rab Nawaz
Date of Birth	:	07-10-1998
CNIC No	:	33202-5492754-5
Religion	:	Islam
Nationality	:	Pakistani
Gender	:	Male
Contact No	:	0307-5197017
Gmail	:	hussainliaqat645@gmail.com

ACADEMIC QUALIFICATION

QUALIFICATION	Marks	Years	Board
Bachelor (Bachelor of Business & Information Technology)	3.26/4	2016-2020	University Of The Punjab Lahore
Intermediate (Pre-Engineering)	887/1100	2014-2016	BISE Faisalabad
Matric (Science)	989/1100	2012-2014	BISE Faisalabad

Experience

- ## Bank Alfalah Limited

    Counter Services Officer (05.06.2024 to till date)

    Responsibilities:
    - Receiving Cash Deposit
    - Cheque Payment
    - Deals in all kinds of inward & outward clearing cheques
    - Reconciling of return cheques
    - Account Opening
    - Month End Reporting and Balancing
    - Foreign Remmitances
    - Audit Clearance

- Soneri Bank Limited

Counter Services Officer (16-08-2023 to 04.06.2024)

Responsibilities:

- Receiving Cash Deposit
- Cheques Payment
- Deals in all kinds of inward & outward Clearing cheques
- Reconciling of return cheques
- Foreign Remmitances
- Foreign Currency Dealing
- Account Opening
- Daily Voucher Reconciliation

- The Bank Of Khyber

Branch Services Officer (23-11-2020 to 15-08-2023)

Responsibilities:

- Receiving Cash Deposit
- Cheque Payment
- Deals in all kinds of inward & outward clearing cheques
- Reconciling of return cheques
- Account Opening
- ECIB Reporting
- CTR Reporting
- Month End Reporting and Balancing
- Foreign Remmitances
- Audit Clearance

- Cotton web limited, Lahore

Internee (Jun-2019 to July-2019)

Responsibilities:

- Income tax calculation
- Sale tax calculation
- Tax Reconciliation

Computer Knowledge

- Micro Soft Office Management
- Orange HRM Software
- Web Developer
- SQL Data Base (Developer)

Languages

- English
- Urdu
- Punjabi

Reference

References are available on Request