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## Humaid Bilal Abdalla

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### Summary

- Profile: Male, 48, Married
  - Nationality: UAE
  - Current Location: Abu Dhabi, UAE
  - Driving License: Issued in UAE
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- Current Position: Trader  
(Reporting to: N/a)
  - Company: Trading
  - Notice Period: Available immediately
  - NOC Requirement: None
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- Preferred Locations: Abu Dhabi, Dubai, Sharjah
  - Salary Expectation: AED 15,000 per month

### Work Experience

Oct 2017 - Present	<b>Trading</b> <i>Trader Finance</i>  Trading online financial and personal.	Abu Dhabi, UAE
Feb 2017 - Sep 2017	<b>Invest Bank</b> <i>Branch Manager</i>  Overall responsible for the Operational efficiency of the Branch and ensure that highest level of services are maintained at all time in delivering services to customers. Counting of Cashier Box and Vault on monthly basis, and maintaining cash levels in keeping with Cashier and Vault limits of the Branch. First Combination Holder of Vault / ATM / Fire proof Cabinet. Holding of Manager Passwords to authorize High Level /sufficient Funds Transactions. Interview prospective and existing clients for their banking facilities. Attending to Inward Clearing Referrals. Authorizing of Excess within the delegated Limits. Checking of Daily Transactions Reports. Managing all the Branch Sta, and handling all their issues and requests. Marketing of new business including new deposits. Initial discussion of the proposal from Relationship Manager if required with DGM. Compliance to Banks lending Policy and Sectoral/Industry wise exposure Caps. Obtaining principal approval from Management for new relationships Review of appraisal requests from Relationship Manager / relationship officer and forwarding the same to CRMD through DGM. Signing of appraisals note for ACF / FTT, Temporary extensions, One O facilities, Waivers, Amendments to Sanctions Terms, TFD related Requests/ Routing Slips and other Credit related Memos and submission to GM/DGM. Signing of Booking of Loans and related Transactions like forced Debits, Premature Closure etc. Managing utilization of approved facilities by customers and daily account management / monitoring Managing all	Abu Dhabi, UAE

administrative tasks of the branch Follow-Up Legal cases with Bank Lawyers and H/O Handling Credit and Operations Audit Reports.

Oct 2016 - Jan 2017 **Dalma mall The Developers** **Abu Dhabi, UAE**  
*Public relations manager*

Keep strong relations with community and all government entities, participate in planning events for the mall. keep and monitor all licenses is up to date.

## Education

Sep 2011 - Nov 2011 **Al Ghurair University** **Abu Dhabi, UAE**  
*Professional Diploma HR management, Other, GPA 75%*

## Other Certificates

2017 **Certificate Finance courses** **Emirates Institute for Financial Studies, UAE**

2004 **American Business English** **American University Sharjah, UAE**

2003 **BTEC** **EDEXCEL, United Kingdom**

## IT Skills

### Windows & Office tools

- MS OFFICE Intermediate
- Microsoft Word Intermediate

## Languages

- Arabic Native
- English Fluent

## Comments

A high achiever seeking a position that will take full advantage of my banking experience and interpersonal skills, as well offer me the opportunity of professional growth in retail and corporate /Investment banking.