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## NAEEM AMJAD

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LAHORE.

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### EDUCATION

#### **CFA (Chartered Financial Analyst) Level-I & Level-II Completed**

1998–00	<b>Master in Business Economics (Specialization in FINANCE) (Major in Economics)</b>	1 <sup>st</sup> Div.	Economics Department, University of the Punjab.
2002-04	<b>MCS (Software)</b>	1 <sup>st</sup> Div.	University of Management & Technology, Lahore.
1995-97	<b>B.Com.</b>	1 <sup>st</sup> Div.	Punjab College of Commerce, Lahore.
1993-95	<b>Intermediate (Pre-Engineering)</b>	1 <sup>st</sup> Div.	Government Science College, Wahdat Road Lahore.
1991-93	<b>Matriculation (Science)</b>	1 <sup>st</sup> Div.	Government Pilot Secondary High School, Wahdat Road Lahore.

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### EMPLOYMENT HISTORY

#### TEACHING (NOVEMBER 2006 TO UPTILL NOW)

Currently I am teaching Finance & Banking courses and supervising research projects at University of the Punjab, Lahore and have experience of teaching the following subjects at different institutions from the last five years:

- **Financial Analysis Modeling and Forecasting, Financial Management, Banking & Finance, Assets Liabilities management, Financial Accounting & Investment and Finance** at Statistics Department University of the Punjab and supervising banking & finance research projects.
- **Business Finance, Consumer Credit Analysis & Marketing of Financial Services** at university of central Punjab Lahore.
- **Financial Management** at Institute of quality & Technology Management University of the Punjab.
- **Financial Accounting** at Kinnaird College Lahore.
- **Supervised Research projects** at Beaconhouse national University.
- **Financial Statement Analysis, Investment Analysis, Managing Finance and Business Finance Planning** at University of Lahore.

#### BANKING (MARCH 2002 TO NOVEMBER 2006)

*MCB Bank Ltd. (OG II-Manager Credits & Forex)*

##### **As Incharge Credits Department**

- Preparation of Credit Proposals for Fresh, Renewal and Enhanced Loan Limits.
- Analysis of financial statements.
- Analysis of Business.
- Financial Modeling and Forecasting.
- Assets management & analysis.
- Calculation of Monthly Products and Preparation of CIF data.
- Completion of Charge Forms and Compliance with Prudential Regulations.
- Preparation of Monthly, Quarterly, Half Yearly and Yearly Returns/Statements of Advances.
- Preparation of annual budget of the branch.

**As Incharge Forex**

- Opening, monitoring and balancing of FC Accounts.
- Submission of Monthly, Half Yearly and Yearly Returns/Statements of FC A/C.
- Foreign Remittances.
- Periodic Revaluation of FC in Hand & FC Deposits.
- Opening of LC.
- Preparation of Credit Proposals for Fresh, Renewal and Enhanced LC Limits.

**As Incharge Current Savings**

- Signing and Passing of Cheques.
- Opening of Current & savings Accounts, their Balancing and maintenance
- Issuance of ATM, Balancing, Maintenance and handling claims.
- Clearing inward processing.
- Reconciliation of H.O. Data

**1998 to MARCH 2002**

- Teaching Economics, Financial Accounting, Cost Accounting, Mathematics & Statistics in different academies like Commerce Point, National Academy and Madina Institute of Sciences to Intermediate, B.Com and M.Com.

**NOVEMBER, 1999 – JANUARY, 2000.*****Union Bank as Trainee*****Major Responsibilities:**

- Worked at different departments of Union Bank at Ichra Branch Lahore.
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**PROFESSIONAL QUALIFICATION**

- IBP Banking Diploma Examination Stage I.
  - IBP Banking Diploma Examination Stage II.
  - Cost & Management Accountants Foundation I-II
  - Cost & Management Accountants Professional I
  - Three days work shop on Financial Modeling and Forecasting attended at CFE
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**ACADEMIC ACHIEVEMENTS**

- Got HEC scholarship for Ph.D. in Economics/Finance from foreign university.
  - Received Ministry of Science & Technology (MOST) Merit Scholarship for MCS.
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**COMPUTER KNOWLEDGE**

- Office Tools: MS Office, MS Visio Professional, MS Power Point, MS Project.
  - Database Tools: MS Access, Relational Database Management System.
  - E-Commerce (Internet Technologies & Web Sites Designing both Static & Dynamic).
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**PERSONAL PROFILE**

Father Name	Chaudhary Amjad Ali
Date of Birth	26th March 1977.
N.I.C. No.	35202-1505530-7
City of Domicile / Nationality	Lahore / Pakistani
Gender	Male
Marital Status	Single

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**REFERENCE**

To be furnished on request.

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