

# ZEEZHAN HAIDER

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*D.O.B:* 20<sup>th</sup> July, 1981

## OBJECTIVE

To seek a position with the potential for advancement and professional development at a reputable organization, enhancing my expertise and applying my skills to the best of my ability for organizational growth.

## EDUCATION

- **MBA, Finance** 2009  
PAF-Karachi Institute of Economics & Technology, Karachi, Pakistan
- **BE, Information Technology** 2004  
Hamdard University, Karachi, Pakistan
- **H.S.C, Pre-engineering** 2000  
D.J. Science College, Karachi, Pakistan
- **S.S.C, Science** 1998  
Aga Khan School, Karachi, Pakistan

## EXPERIENCE

HABIB BANK LIMITED, Karachi, Pakistan

**Credit and Marketing Officer (Retail Lending)**

*July 2015–Nov 2020*

- Develop referral networks and market bank products to individuals and firms that may meet customer's needs.
- Meet with applicants to obtain information for loan applications and to answer questions about the process and the different types of credit options that are available.
- Analyze applicant's financial status, credit and property evaluations to determine feasibility of granting loans.
- Submit applications to credit analysts for verification and recommendation.
- Handle customer complaints and take appropriate action to resolve them.

PAKISTAN TELEVISION CORPORATION, Karachi, Pakistan

**Resource Person (Finance)**

*June 2011–July 2015*

- Update and maintain accounting records detailing financial transactions using computer programs.
- Examine and analyze accounting records to assess accuracy and completeness.
- Assist with monthly closings and preparation of monthly statements.
- Prepare analysis of accounts and compile data as requested.
- Monitor customer account details for non-payments and resolve payment discrepancies.
- Sort, code and match invoices and set invoices up for payment.
- Charge expenses to accounts and cost centers; recording entries.
- Monitor accounts to ensure payments are up to date.
- Maintain vendor files and correspond with vendors and respond to inquiries.

JAAG BROADCASTING SYSTEMS (PVT) LTD, Karachi, Pakistan

**Broadcast Engineer**

*Nov 2007–June 2011*

- Troubleshooting, analyzing and rectifying technical faults on of broadcasting equipment and systems.
- Producing inventory documents of equipment.

RECORDER TELEVISION NETWORK (PVT) LTD, Karachi, Pakistan

**PCR Engineer / Assistant Shift Incharge**

*Dec 2004–Nov 2007*

- Provide technical support and perform troubleshooting in Production Control Room (PCR). Diagnose problems and fix them.
- PCR staff scheduling.

## COMPUTER KNOWLEDGE

- MS Windows 9X/2000/NT/XP/7/8/10
- MS Office 2000/2003/2007/2010
- Mac OS Tiger/Leopard/Snow Leopard
- Accounting Software, Peachtree
- C, C++, VB
- DHTML, CSS, Javascript, VBscript, Flash, Dreamweaver, Premier Pro, Final Cut Pro
- SQL, PL/SQL
- AutoCAD

## BROADCAST EQUIPMENTS

- Omneon Spectrum
- NVision Router 5128
- Pebble Beach System
- Sony VTR, CCU
- Nevion Flashlink Cards, VikinX
- Apple MacPro, XServe, iMac

## PROJECTS

- “Analysis of Investment Pattern of Individuals”, (*MBA-Final Project*)
- “Electronic Voting Machine”, (*BEIT-Final Project*)

## REFERENCES

Available if required