

# Adnan Jamil

## OBJECTIVE

To drive and deliver exceptional business performance, through provision of efficient business management, powerful leadership, team development and achievement of business and personal goals.

## EDUCATION AND QUALIFICATIONS

**University of Westminster, England** Sept 2007  
MSc. International Services Management

**Bahria University, Pakistan** May 2006  
BBA (Hons.) Business Administration: *Marketing*

**Magma School of Advance Studies, Pakistan** Sept 2002  
GCE (Computing, Urdu,)

**PAF Intermediate College, Pakistan** Jun 2000  
SSC (Science)

## PROFESSIONAL EXPERIENCE

**Barclays Bank PLC >>** May 10 – Oct 10  
*Relationship Manager, Islamabad*

- To manage the portfolio of clients with respect to Barclays /SBP policies and procedures to render customized banking services to customers. Devise measure to retain the portfolio. Provide input for new approaches/processes aimed at increasing performance.
- Cross sell all products to the customers available under barclays umbrella.
- Monitor strict adherence to compliance standards.

## Barclays Bank PLC >>

*Business Development Executive, Islamabad* Jul 08 – May 10

- Responsible for meeting budgetary and sales targets through deposits mobilization.
- Managed and maintained a portfolio worth Rs: 74 million
- Maximize sales opportunities by promoting the highest standards of customer care and recognizing potential development opportunities
- Supported management and staff to help create their own successful and productive team and become effective team leaders
- Communicated daily with Customer Support Centre / Compliance / - to ensure effective control and operation of all areas
- Expertise in cultivating and maintain key relations establishing lasting banking relations and strategic alliances
- Increased brand awareness by creating professional network and through public relation
- Optimizing profitability and growth and ensuring comprehensive risk management and regulatory compliance

### Date of birth:

January 1<sup>st</sup> 1983

### Current Address:

House 746, Street No. 49  
Sector G-11/2,  
Islamabad

### TEL:

+92-51-2298202

### CELL:

+92-321-5120008

### Email:

[Adnan@ndu.edu.pk](mailto:Adnan@ndu.edu.pk)

## SKILLS

- Excellent communication skills
- Analytical ability
- Result Orientation
- Strong negotiating skills
- Cross cultural competence
- Flexible in traveling
- Fluent in speaking and writing English
- Proactive approach
- Relationship Management & Cross Functional working approach
- Proven leadership and decision making abilities

## RESEARCH

### Masters Dissertation

- Business-to-Business (B2B) E-commerce adoption in Pakistan SME`s

### Bachelors Thesis

- Financial independence of women and its impact on Pakistan auto industry

## WORKSHOPS ATTENDED

### **Barclay's induction training:**

- Basic commercial banking and financial products
- Financial sanctions & policies
- Compliance (KYC) and Anti money laundering (AML)
- Fraud and Risk Management
- FOREX/ treasury trading
- Banc assurance (EFU certification)
- Sell like a guru (Octara certification )
- Barclays champions club induction (award/certification )
- Best performer of quarter 2010 (award/certification)
- 2 weeks workshop on Six Sigma from ICMAP , CPD hours 20

## ACTIVITIES & INTERESTS

- **Visiting faculty member at Bahria University Islamabad, teaching Services Marketing to post graduation students( FEB 2011)**
- **Faculty member National defense university (AUG 2011)**
- Traveling - learning about different countries and cultures
- Reading (e.g. Harvard Business Review, Financial Times and other general reading)
- Active participation in sports
- Music

## REFERENCES

To be provided on request