

# Taufeeq Ur Rehman

S/O Shams Ur Rehman

Mohallah Dwagoon Khel Badaber, Peshawar

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## CAREER OBJECTIVES:

Seeking responsibility and challenging opportunities that would utilize and encourage my abilities through the company's dedicated hard work and resources to achieve combined growth.

## ACADEMIC QUALIFICATION:

Degree /Certificate	Year	CGPA /Grade	Institution/University
MBA (Finance)	2020	3.6	International Islamic University Islamabad (IIUI)
BBA (Hons)	2019	3.4	The University of Agriculture Peshawar
H.S.S.C	2014	A	Govt. College Peshawar
S.S.C	2012	A	Islamia Collegiate School Peshawar

## EXPERIENCE:

### The Bank of Khyber: Officer SBP Inspection & Coordination June 14, 2021 To Present

- Ensure Compliance of Banking Laws, Regulations, Bank's instructions and procedure, maintenance of files and other records, rectification of Audit irregularities and their non-recurrence.
- Coordinate with respective functions for collection of information to be submitted to SBP and external auditors as required
- Assist Head of SBP inspection and co-ordination in coordinating with State Bank of Pakistan Inspection Team in respect of carrying out inspection of the bank
- Forward the observations to respective functions and follow-up for their resolution
- Assist in preparing synopsis on major issues and gist of other issues pointed out in the report and compliance submitted by different groups for placing before the Board of Directors for their consideration and perusal;
- Record and assist the Head of the department in tracking/ monitoring SBP Penalties ;
- Assist Head of SBP inspection and co-ordination in reporting updated status of outstanding issues of SBP Inspection Report to State Bank of Pakistan.
- Assist Head of SBP inspection and co-ordination in suggesting corrective measures to controlling officers on issues pointed out in SBP audit reports
- Assist Head of SBP inspection and co-ordination in performing his responsibilities effectively and efficiently
- Follow up with other relevant business and support groups/divisions/ functions to receive timely and accurate information
- Perform any other responsibility as assigned by the Head of SBP inspection and coordination.

### United Bank Limited: Branch Service Officer (BSO)

Oct 05, 2020 To June 07-2021

- Overviewed the working of all the Branch Operations and Banking.

## Personal statement:

One of my strongest beliefs is that hard work and Diligence are the two things that can make average Intelligence seems well Above average.

I believe on (TEAM)

Together

Everyone

Achieves

More

## PERSONALITY TRAITS:

- Initiate and establishes personal growth and career path
- Sincere, Punctual, Co-operative and Versatile
- Positive attitude, good team spirit and hardworking Capability.
- Easily adaptable to changing work environment.

## SEMINARS ATTENDED:

- Challenges and Opportunities for Youth in Changing Socio-Political Environment of Pakistan at IIUI.
- Risk management which is held at IIUI.
- Attend 3 days' seminar on Entrepreneurship at IIUI.

## RESEARCH WORK:

- Behavioral Factors that influence Individual investors in Pakistan Stock Exchange.

## TRAINING/CERTIFICATES:

1. Anti-Money Laundering and Combating the Financing of Terrorism (IBP)
2. AML / CFT Policy and SBP Regulations
3. Call Handling Etiquettes
4. Health Safety and Environment
5. Information Security Awareness
6. Anti-Bribery and Corruption Policy
7. Gender Sensitivity & Equality at workplace
8. Service Excellence
9. Banking Facilities to Persons with Disabilities (PWDs)
10. Prevention of Harassment
11. Personality Grooming & Office Etiquette
12. Beginners Guide to MS-Excel

## PERSONAL DETAILS:

CNIC No.	17301-9076216-1
Marital Status	Unmarried
Nationality	Pakistani
Passport No.	LP9152161
Languages known	English, Arabic (Beginner) Urdu & Pashto

## REFERENCE:

Dr. Syed Zulfiqar Ali Shah  
Associate Professor  
Faculty of Management Sciences  
International Islamic University, Islamabad  
[Zulfiqar.shah@iiu.edu.pk](mailto:Zulfiqar.shah@iiu.edu.pk)