



KAZI MD. JOBAIR

kmjobair789@gmail.com

Mobile: +880 1707887177

PROFILE INFO

Dynamic banking professional with 7(seven) years of progressive experience in the financial services sector, specializing in customer relationship management and deposit growth. I am pleased to say that I am committed to delivering excellence in service while aligning with organizational goals to maximize deposit acquisition and retention.

PERSONAL INFORMATION

Name :	Kazi Md. Jobair
Father's Name :	Kazi Abul Basar
Mother's Name :	Feroja Begum
Date of Birth :	2nd March 1989
Gender :	Male
Marital Status :	Married
Spouse Name :	Tonima Sultana
Nationality :	Bangladeshi
National ID No :	4152107357
Religion :	Islam
Permanent Address :	C/o: Kazi Bari, Village: Ishwarkhine, P.O: Dhalghat,(4370)
P.S: Patiya, Dist.:	Chattogram, Bangladesh.
Present Address :	C/o: Sultana Bhaban, Area: Rongipara Bank Colony P.O: Rampura (4224) P.S:
	Halishahar, Dist.: Chattogram, Bangladesh.

EXPERIENCE

Islami Bank Bangladesh PLC.

Officer, December 2018 – October 2025

Managed branch banking operations including account services, cash handling, interbank transactions, and foreign remittance processing. Maintained financial records, vouchers, and regulatory reports while ensuring compliance with AML/KYC policies. Experienced in customer documentation, operational support, internal audits, and staff training. Demonstrated strong expertise in branch operations, financial reporting, and customer service management.

EDUCATION

- **Master in Social Science (MSS) (2022)**
Institute: Chittagong College
Major: Political Science
CGPA: 3.16
- **Bachelor of Arts (BA) (2018)**
Institute: Govt. City College
2nd Division

TRAINING

- **Foundation Course Phase I (IBTRA) (5 Days)**
- **Shariah Compliance in Banking Operations (IBTRA) (1 day)**
- **Prevention of Money Laundering and Combating the Financing of Terrorism (IBTRA) (1 day)**
- **Detection of Counterfeit Notes & differentiation of various types of Bank notes (IBTRA) (1 day)**
- **Basic Knowledge of Islamic Banking and Shariah (IBTRA) (2 days)**

SKILLS

Computer Skills

MS Word / MS Excel / MS PowerPoint / MS Access
Banking software eIBS.
Typing speed is 10000 key depressions per hour.

Interpersonal Skills

Leadership & Team Management
Time Management
Communication & Adaptability
Problem Solving

LANGUAGES

Fluent in speaking and writing in English & Bengali and well confident in Business Communications.

REFERENCE

Engr. Md. Khairul Azam
Chief Executive Officer
Asia Energy System, Asia Energy & Engineering
East Hazipara, DIT Road, Dhaka
Email: aessales11@gmail.com

Mr. Sk. Manir Uddin Ahmed
Junior Assistant Vice President (AVP)
Shahjalal Islami Bank PLC.
Ramgonj Branch, Lakshmipur
Email: ramgonj@sjiblbld.com