

Attn: HR Dept.

Sir / Madam

Good day!

Firstly, please find attached herewith my resume for your ready reference.

My linkedin profile for your perusal is as follows -

www.linkedin.com/in/ami-b-078238207

Secondly, I would like to gladly introduce myself; my name is Ami R Bhoj, and I was working as a Team Leader in Credit Control and Loss Containment Unit of ADCB Bank in Abu Dhabi, UAE, starting 2008 until Nov 2020. (12 yrs. +) and then resigned with my own will.

Meanwhile. I would like to highlight that as a Team Leader in ADCB (Abu Dhabi Commercial bank). I was responsible for managing a team to meet the Provision numbers, Debt Management and Collection, trainings, supporting staff members, allocating workload, Tasks and ensuring that service standards are met.

Thirdly, I am having around 12+ years of experience in working with Banking industry, and earlier 6 years of experience in working with **Shipping, Logistics, Vessel Agency & Vessel Chartering** industry.

Some of my skills are that I am excellent communicator, with a supportive and understanding manner. And I believe that my leadership skills make me ideal Candidate.

I was also part of ISO Certification Process for my department and handling as an ISO Coordinator.

Additionally, I was also handling Insurance Portfolio of the bank and was selected as a Champion representing my Department when bank introduced their New Core banking System. Currently Pursuing MBA .

As a final phrase, I must emphasize that I am sincerely looking forward to applying for a better positioned job - where I can learn something new with the better standards.

Looking forward to discussing further through your suitable communication medium

Regards

Ami R Bhoj

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