

Mohammad Jaber Abd Elmuhsen Saleh

Amman, Jordan

Phone: +962795171420

Email: moh1990asu@gmail.com

Professional Summary

Experienced Credit Officer with over 8 years in the banking sector, specializing in financial analysis, loan promotion, and client relationship management. Possesses strong interpersonal and analytical skills, with a solid foundation in administrative and financial functions. Currently seeking to transition into an administrative role where communication, organization, and problem-solving abilities can be effectively utilized.

Work Experience

- Credit Officer
 - National Microfinance Bank
 - Amman, Jordan | Feb 2017 – Present
- Promoted and marketed financial products to clients.
 - Analyzed clients' financial positions and assessed creditworthiness.
 - Issued micro-loans in alignment with company policies.
 - Conducted follow-ups and collection of due payments.
 - Maintained excellent relationships with clients, ensuring satisfaction and retention.
 - Achieved and exceeded monthly lending and recovery targets.

Education

Bachelor's Degree in Accounting

Applied Science Private University

Amman, Jordan | 2009 – 2016

Courses & Certifications

- Financial Analysis Course – Internal Bank Training
- Cybersecurity Awareness Course – Internal Bank Training

- Administrative Skills Course – Internal Bank Training

Languages

- Arabic: Native
- English: Good (reading & writing)

Skills

- Excellent communication & persuasion skills
- Strong analytical thinking
- Relationship building & customer service
- Proficient in Microsoft Office (Word, Excel, PowerPoint)
- Fast learner, adaptable, and organized
- Willing to relocate (UAE, Saudi Arabia, Qatar)