

Work history administrative Systems and Procedures – Khartoum, Main activities and responsibilities:

- responsible for responding to letters from the Central Bank of Sudan regarding the seizure and unblocking of balances, freezing and unfreezing accounts, banking bans, and everything related to customer accounts, monetary and financial policy, and banking procedures regulating the work of commercial banks as well
- Check diagnostic unit its tasks are to print check books in coordination with the Sudan Currency Printing press Company Limited
- Issuing publications and directives regulating the work of the branches, including banking services tariffs
- Responding to customers' complaints and suggestions regarding banking services
- electronic cheques clearing
- Acted as Personal Assistant to .senior staff, enabling smooth business transactions through reliable administrative support