

NATHAN CHRISTEPHER SCOTT

CONTACT



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Trinidad & Tobago

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8905

@ christopherscott732@gmail.com

SKILLS

Computer literature, proficiency in
(Microsoft 365 (Office), Sublime Text,
Adobe Applications and Etc)

Customer Service Trained (Gold Star
Standard)

Web Page Design Management
Trained (Ministry and Community
Development)

Mechanical sketch artist and able to
read blue prints and mechanical
designs

Ability to lift more than an 100 Lbs.

Strong organizational and time
management skills.

OBJECTIVE

I am seeking a role which allows me to continue learning with my previous experiences and further perfecting my skills as I study and have hands on experience in the field of engineering and provide excellent service.

EXPERIENCE

ERIC WILLIAMS MEDICAL SCIENCE COMPLEX CENTER

2022 - 2024

Clerical Assistant (OJT)

*Assist co workers/staff in any special projects and documented PO orders.

*Using office equipment in Laboratory, Clinical Engineering, Commercial and Receiving stores, to check emails, send faxes, make copies, and update computer databases as well as answering and directing calls, taking messages, and making phone calls on behalf of the stores and maintaining inventory on office supplies.

*Assist in the distribution mechanical, plumbing and electrical goods.

EXCELLENT STORES

2019 - 2021

Customer Service Representative

*Handle customer complaints promptly and with tact and diplomacy. Asks appropriate questions to get to the root of the problem and suggest alternative solutions and assist in all inquiries.

EDUCATION

University of Trinidad & Tobago (John S.Donaldson Technical Institute)

2019

Certificate in Applied Engineering

Passed

Bon Air Secondary School

2018

C.X.C

7 CXC passes including Math & English A and Spanish, Principal Of Business, English B, Physics, Information Technology/Computer Science

REFERENCE

Kevin Gopaul - Eric Williams Medical Science Complex

STOREKEEPER ENGINEERING STORES,

Kevingopaul@hotmail.com

1-868-773-6190



Kineisha Branche - Eric Williams Medical Science Complex

STOREKEEPER II STORES & DISTRIBUTION

1-868-497-2466 EXT:4110

Andy Pajotte - Eric Williams Medical Science Complex

MATERIALS MANAGER

1-868-795-2639

Gervis Nathaniel - Excellent Stores

Supervisor

customercare@excellentstoresgroup.com

1-868-394-6687 OR 1-868-225-1010