

Jovannie M. Lozano

Dear Sir/ Madam,

Good morning, I'm writing this letter in reference to the open post at your company. I am hard-working, honest, trustworthy, reliable, willing and humble person.

I am very ambitious, persuasive and great public relation skill and personality. I want to help the company to continue to grow and offer a better service and advertising for the community. I have learned a lot of vital information, skill and discipline in the years of working.

In closing this letter, a copy of my resume is present; giving a profile that entails my education and previous background experiences. Thank you for the time you took out of your busy schedule to review my application.

Kind Regards,

Jovannie M. Lozano

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D.O.B: September 24<sup>th</sup>, 1989

**Objective** To become a part of your team within the company providing a service for our country. Working with others or a team is most rewarding to me with emphasis. Learning different ethnicity, culture and background to uplift our country.

## **Education**

**Pre-School:** Lloyd Coffin Pre-School

**Primary School:** All Saints' School – Graduated 2002 – Certificate

**Secondary:** Wesley College – Graduated 2006 – Diploma

**Tertiary:** Wesley Junior College- Graduated 2015- Associate Degree in Information Technology

## **Experiences**

### **Young's Electrical Maintenance Group- 1 Year (2003-2004)**

Primary Objective

Maintenance worker (electrical, plumbing, etc.)

### **Belize Telemedia Limited- 2 years (2004-2006)**

Primary Objective

Casual Worker (Sideman, in office work)

**Grace Kennedy Limited- 1 year (2007-2008)**

Primary Objective

Warehouse Assistant

**Bak-A-Bush Adventure Tours ( Chukka)- 1 year (2008-2009)**

Primary Objective

Cave (and Canopy) Tour Guide (Lead Guide)

**Atlantic Insurance Limited- 8 years (2009 - 2017)**

Primary Objective

Sales Account Executive Officer

**Bla'k Royalty ( January 2018 - February 2019)**

Primary Objective

Manager/ Owner

**Ferguson Digital Images ( March 2019 - July 2019)- Temp.**

Primary Objective

Photographer and Editor, Graphic Designer

**Bowen & Bowen Co Ltd. (July 2019 - August 2019)**

Primary Objective

Temporary Sales Assistant

**Hakim Fine Dining ( November 2019 to December 2019)**

Primary Objective

Temporary Line Cook

**Chukka Adventures ( December 2019 to March 2020) (July 21 to January 2023)**

Primary Objective

Bartender/ Sales Assistant

**PulseISM (April 2020 to March 2021)**

Primary Objective

Sales Accounts Manager

**Ivinex (April 2021 to January 2022)**

Primary Objective

Sales Account Executive

**Office Equipment:**

I can operate the following machinery: Phone, Computer (All Microsoft software (word, excel, Power point, etc.)), Fax-Machine, Photocopier

Language Spoken: English and a little Conversational Spanish

Other Interest: Dancing, Music, Writing, Reading, Travelling, Graphic design

Goal: To achieve more knowledge, advance in life and to be a respectable and accountable hard-working person, to become a successful worker and family man.