Tsahai Clahar

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SUMMARY

I have acquired a plethora of skills from the many roles bestowed to me. These dexterities have allowed me to carry out my assigned responsibilities to code and under regulated policies governed to each title. I am a motivated individual with a passionate commitment toward self-accountability and teamwork.

EXPERIENCE

Car Hauler   **January 2017- Present**
C&T Transport; 8311 Navahoe Dr., Silver Springs, MD
- Securely load cars on three to eight car trailers in a safe, efficient, and timely manner.
- Transport cars across the United States.
- Communicate effectively with inspection centers, auction yards, and dealers regarding car deliveries.
- Observe safety procedures and protocols while maintaining a driver log and meet deadline.

Short Sale Negotiator   **December 2010- December 2016**
Foreclosure Stoppers: 11414 Sutphin Blvd #A Jamaica NY 11434
- Negotiate short sale prices with banks and Assisted with organizing closings.
- Set up appraisals with respective companies.
- Acted as the liaison between the client and the banks
- Prepare HUD one statements, get listing agreement and third-party authorization signed, and communicate with title companies.

Registry Clerk   **April 2008- June 2010**
Advantage General Ins: 4-6 Trafalgar Rd, Kingston, Jamaica
- Researched no-fault insurance claims for payment on in-house systems.
- Inserted pay cards for weekly claims payments, prepared company files for reinsurance projects.
- Maintained inventory on files processed for major projects.
- Maintained and update program reports to ensure accurate information from staff and outside dept.
- Provided high level administrative work using various automated databases, Coordinated department activities.
- Acted as liaison and interacting with executives, managers, user departments, contractors and outside agencies.

Education and Training

Calabar High School–Kingston, Jamaica   **September 2002- June 2007**
- **Diploma**

Vector Technology Institute–Kingston, Jamaica   **September 2007- June 2009**
- Computer Systems Technology - Associate Degree

Udacity–Online   **June 2017- December 2017**
- Intro to Programming - Nanodegree

Notable Skills

- ➢ I possess outstanding communication skills to present information in a variety of ways.
- ➢ I possess excellent organizational skills that enable me to prioritize designated workload and manage various duties simultaneously
- ➢ Ability to drive multiple projects to successful completion
- ➢ Ability to work independently and with a team, within tight timeframes and meet strict deadlines
- ➢ Competent web developer
    - Web development skills:
        - HTML
        - CSS/Sass/Bootstrap
        - JavaScript/ jQuery
        - Photoshop
        - Git/GitHub

Portfolio: https://portfolio-tsahai-clahar.herokuapp.com/

References available upon request