

Roxanne Holder

38 2nd Street West, BARATARIA,
The Republic of Trinidad & Tobago, WI.

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Objective:

To develop my knowledge, skills, work ethic and experience by working in a unique environment that fosters excellence, relevance and professional expertise.

Education :

Barataria Secondary

CXC 1989

Subject	Grades
English Language	2
Mathematics	3
Principles of Business	2

ROYTEC

Professional Development Certificate March 2001

-Service Excellence

Professional Development Certificate July 2002

-High Performance Business Writing

Johnson Diversity

Certificate April 2003

-Housekeeping Sanitation Procedures

Product use, Application and Safety

CARIBCERT

Certificate August 2004

-Certification Standards in
Supervisory Housekeeping

Education (cont'd)

International University for Leadership and Global Education

Certificate

November 2004

-Creating Pathways for Success

University of the West Indies

Certificate

2006/2007

-Small Hotel and Institution Management

Certificate

2007/2008

-Buffet Show piecing

Certificate

-Effective Business writing

July 2010

Work Experience/Responsibilities

Work Experience/ Responsibilities:

Radisson Trinidad : June 2015 –Dec -2015

- Housekeeping Manager

National Carnival Community : 2014 -2015

- Project Manager

Coblentz Inn: January-April 2013

- Food And Beverage Supervisor

The Carlton Savannah : 2012-2013

- Housekeeping : Department
Supervisor/Trainer/Representative

The Carlton Savannah, 2009-2012

- Housekeeping: Department Trainer; HSK Representative
and House Keeper

Trinidad Hilton Hotel, 1998-2008

- Housekeeping: Departmental Trainer

Technology Skills:

Working Knowledge of:

- MICROS Opera Management System
- Internet, search engines and browsers.
- Personal computer, laptop and terminal/printer operations

Hobbies:

- -Event Planning
- -Catering

Referees:

Name: Mr. Michael Timothy
Phone: 1-(868) 322-1439
Position: Housekeeping Supervisor

Name: Mr. Colin Dickson
Phone: 1-(868)322-3309
Position: CEO Strategic Human Resources Management

May 2015