LAVERNE KERRI MATTHEW

#3 Munroe Road • Fanny Village • Point Fortin • 700531 • Trinidad & Tobago Email: lavemematthew@ymail.com • Tel: 331-8271/ 387-3400/ 471-7205

PROFILE:

An enthusiastic team player that is self-motivated with good interpersonal and communication skills. An intelligent individual, whose dedication and consistency have reaped and will continue to reap rich rewards. One who is willing to work exceptionally hard in achieving mutual expectations.

Technical/Vocational Education and Training:

Bachelor of Arts with majors in Human Resource Management; Psychology and Counseling; Music January 2007 - May 2012

Caribbean Nazarene College

O' Level Certification (CXC) September 2000 - June 2005

Vessigny Antilles Government Secondary School

Introduction to Computers September 2002 - June 2003

National Examination Council

Common Entrance Examination September 1993 - June 2000

Ministry of Education

EDUCATION:

January 2007 - May 2012 Caribbean Nazarene College

January - June 2006 St Kevin's College and Computer Tuition Centre Part Time

July - August 2005 St. George's Academy

September 2000 - June 2005 Vessigny Antilles Government Secondary School

September 1993 - June 2000 Point Fortin Roman Catholic School

September 1991 - June 1993 St Nicholas Montessori

Ex per ien c e

Library Assistant (Student)

Caribbean Nazarene College

Jan 2008 - Nov 2011

Human Resource Assistant (Temporary)

Aug 2013

Arcos Dorados (Mc Donalds)

Clerical Officer Oct 2012 - Dec 2013

Cap - de - Ville E.C.C.E

Bank Teller Dec 2013 - Present

Republic Bank of Trinidad and Tobago

QUALIFICATIONS:

Caribbean Examinations Council (C.X.C):

English I
Mathematics I
Spanish II
Woodwork II
Geography III
Chemistry III

Ho BBIES:

Ø Dancing/DramaØ SwimmingØ Singing/MusicØ Cycling

Ø Reading Ø Doing Aerobics

Ø Hiking Meeting exciting new people

Community Activities:

- Ø Restoration City Church Worship Leader June 2012 Present
 - O Worship Team Member 2006 2012
- Ø Restoration City Church Dance Coordinator 2008 2013
- Ø Restoration City Church Youth Leadership member 2008 2011
- Ø Member of Student Council of Caribbean Nazarene College January 2008
- Ø Treasurer of Student Council of Caribbean Nazarene College 2008 2009

Ø Chris Vocal Academy Dance Group 2003 - 2008

REFERENCES:

Ø Pastor Raj Ramlal

Senior Pastor

Restoration City Church

Soomai Trace

Cap-de-Ville

Point Fortín

Telephone /Fax: (868) 648-2549

Ø Sally Ramey

Dean of Academic Affair,

Caribbean Nazarene College.

P.O. Box 3781 Sam Boucaud,

Cantaro,

Santa Cruz

Telephone: (868) 676 - 8714 Ext. 227

Ø Ms. Neila Boodram

Assistant Teacher III

T. Reg. #56595

Vessigny Government Secondary School

Vessigny Village,

La Brea.

Telephone/Fax: (868) 648-7474