

LEON OSBORNE (MR.)
#22 ERICA STREET, LAVENTILLE, TRINIDA, W.I.
TELEPHONE (868) 768-0127 (*MOBILE*)
E-MAIL leon.osborne32@gmail.com

RÉSUMÉ

OBJECTIVE

To be employed by a reputable organization, where my acquired skills and knowledge will be efficiently utilized in attaining the vision and mission of the organization; as well as to facilitate my professional career development.

EDUCATION

INSTITUTION	QUALIFICATION	DATE
<i>School of Business and Computer Science</i>	Certificate - Computer Repairs and Maintenance	2010
<i>Cipriani College of Labour and Co-operative Studies</i>	Introduction Certificate Occupational Health and Safety	2006
<i>U.W.I Continuing School of Studies</i>	Certificate of Proficiency Grade B - Microsoft Office Application	2006
<i>Malick Secondary Comprehensive</i>	Certificate of Computer Literacy Grade B – Computer Literacy National Examination Council (N.E.C): <ul style="list-style-type: none">• Mathematics,• Communication• Technical Drawing• Gas and Arch Welding Science	1999 - 2001

TRAINING

- **Fork Lift Truck Safety & Basic Preventative Maintenance** (*Certificate*)
Misons Industries Ltd.
- **Graphic Arts Design** (*certificate Incomplete*) -Youth Training Employment Programme (*Y.T.E.P.*)
- **Occupational Health and Safety Training**
TSTT

WORK EXPERIENCE

1. MDCUM Business & Home Furniture

Lead Installer of Office Furniture (2010-2016)

Duties

- Installing Office desk, cubicles, cabinets, chairs shelves, etc.

2. Oscar Francois Limited 133-135 Duke Street, Port-of-Spain

Office Assistant (2009-2010)

Duties

- Filling, Shredding and sorting of company records

3. Accura International Systems Ltd.

Sky Climbing/Insulation Technician (2007-2009)

Duties

- Installing of glass windows and glass doors

4. Sincere's Food Manufacture Co. Ltd.

Factory Worker and Loader (2006-2007)

5. Mison Industries Limited/ Teddies

Operator Assistant (2005-2006)

6. Ace Recycling Ltd.

Sorter/ Bailer (2003-2004)

7. Amalgamated Security Services Ltd.

Baton Guard (2000-2002)

HOBBIES

Reading, Drawing

REFERENCE

- ✚ Nicole Samuel
Attorney at Law/Certified Mediator
27 Carlos Street Woodbook, 323-4802
- ✚ Marlon Jarvis
Retired Corporal Trinidad and Tobago Regiment/Managing Director of Javo
Plumbing and Construction Services Ltd.
721-2439/366-2262
- ✚ Anthony Ferreira
Supervisor, MDCUM Business & Home Furniture
662-4496