

# ARIANNA WILLIAMS

Building #1 Apartment #9  
Pleasantville Avenue, Pleasantville  
San Fernando

Contact # 322-5026

E-mail:- [arianna.williams25@yahoo.com](mailto:arianna.williams25@yahoo.com)

---

## Personal

**Date of Birth:** August 19, 1996

**Marital Status:** Single

**Career Objectives** Information Systems Management

## Professional Experiences

11/2014-12/2015

### **JTA SUPERMARKET, LTD. CROSS CROSSING**

#### ***Cashier***

- Receive payment by cash, cheque, credit cards, vouchers, or debit cards.
- Issue receipts, refunds, credits, or change due to customers.
- Count money in cash drawers at the beginning of shifts to ensure that amounts are correct and that there is adequate change.
- Greet customers entering establishments.
- Maintain clean and orderly checkout areas.
- Establish or identify prices of goods, services or admission, and tabulate bills using cash registers, or optical price scanners.

#### ***Lotto Machine Operator***

- Provide full out slips to customers.
- Display games to customers.
- Print tickets and accept cash from customers.
- Pay bills for customers.

07/2013-08/2014

### **AFTER NINE, GULF CITY MALL**

#### ***Customer Service Representative***

- Listen and respond to customers' needs and concerns.
- Provide information about products and services.
- Handle returns or complaints.
- Provide receipts and written bills to customers.
- Tidy up surroundings.

## Education

09/2015-Present

### UWI-ROYTEC

- Ass. of Science Degree in Information Systems Management

2015

### ENSAFE INSTITUTE

- Occupation and Health Standards for General Industry

09/2013-05/2014

### SCHOOL of BUSINESS and COMPUTER SCIENCE

- A.B.E Level 4 Diploma in Management Information Systems

#### Modules:

#### Grade:

- |  |   |
|--|---|
| • Introduction to Business Communications        | C |
| • Introduction to Business                       | C |
| • Introduction to Quantitative Methods           | C |
| • Introduction to Management Information Systems | B |

09/2008-06/2013

### ASJA GIRLS' COLLEGE, SAN FERNANDO

- CSEC
  - English A 2
  - English B 1
  - Information Technology 1
  - Food and Nutrition 1
  - Principles of Business 2
  - Spanish 3
  - French 3
  - Mathematics Pending Results

## ACTIVITIES

- Past Member of Scrabble Club at A.S.J.A Girls' College
- Past Member of Volleyball Team at A.S.J.A Girls' College
- Past Student Body Council's Treasurer/Secretary at School of Business and Computer Science

## References

Name: Keith Moore  
Position: Co Owner  
Company: Lindor's Mini Mart  
Contact: 657-7966

Name: CyrilAnn Hunte  
Position: Project Assistant  
Company: Lake Asphalt  
Contact: 324-8436

Name: Nicholas Hosein  
Position: Baker  
Company: Kiss Baking Company  
Contact: 366-2469