



april 8th, 2018

Mrs. **Keshi Forde Arthur**

Lp 9/3 Upper Water Hole Cocorite

To Whom It May Concern.

To introduce myself, my name is Mrs. **Keshi Forde Arthur**, seeking employment within your organization for any vacant position that I may be deemed suitable.

I consider myself to be hard working, punctual and competent to learn new skills, for it's by learning new skills an individual becomes a person.

I can be contacted for an interview at your convenience, either by mobile (868) 3160546 or by email Keshiforde43@yahoo.com Thanking you in advance for your consideration.

Objective

We are living in a society that past's judgment on the young adults, tomorrow leaders in whatever form we may take. I would like to be the best leader I can be and set an example to my peers.

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Mrs. **Keshi Forde Arthur**

Education

- Gloster Lodge Moravian School 1998- 2005
- Movant Laventille Secondary School 2005- 2010
- Youth Training Employment Partnership Program 2010- 2011
- Civilian Conservation Corps 2011- 2012
- Youth Training Employment Partnership Program 2013- 2013

Skills

- Electronic Document Preparation and Management Grade 3
- Skills For The Automotive Office Certificate
- Data Operation Certificate
- Small Business Management Certificate
- Culinary Art Certificate
- Textile Design and Print Certificate

Employment History

- Rituals Coffee Shop Cashier March 2011 - January 2012
- Burger King Cashier August 2013 – December 2013
- Pollo Tropical Line Cook February 2014 – May 2014
- Wonderful World Cashier/ Sales clerk August 2014 - November 2014

References

Name: Camie Joseph

Occupation: MANGER

Contact: (868)7705684 \ 3291197

Name: Racheal Mc Intosh

Occupation: Store Manager at Wonderful World

Contact: 7390758