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LLIA SABRINA JAMES

La Seiva Village
Maracas Valley,
St Joseph.

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OBJECTIVE

To obtain a position that enables me to make a constructive contribution to the organization and maintain effective working relationships with associates and the public.

EDUCATION

5 CXC O'LEVEL PASSES (*St Augustine Secondary School - 2013*)

Subject	Grade
English	1
Principles of Business	2
Electronic Document Preparation	2
Mathematics	3
Spanish	3

SKILLS

- Computer Literate (Microsoft Office Suite)
Types 40 words per minute
- Excellent Communication Skills
- Knowledge of Bookkeeping

Work Experience

5 months- Counter Sales Clerk @ Trinidad Ornamental Metal Supply

References

Pamela Sagar - St Augustine Secondary School Dean/ Teacher
Tel: 662-5882

Lisa Koo – General Manager
Tel: 645-1473

Trinidad Ornamental Metal Supply
638-8818