

# LATESHA CYRUS

Address: #361 St. John Village, Cipero Road, San Fernando.

Phone Contact: 335-9152

Email Address: ljcyrus@hotmail.com

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Dear Sir/Ms,

I am writing to introduce myself and inquire about opportunities to work at your establishment, to fill the position as a sales clerk. My name is Latesha Cyrus, and I am currently a 4 year student at College of Science, technology and Applied Arts of Trinidad and Tobago (COSTAATT), purchasing a BSc. in Applied Psychology. I am a dedicated and hardworking individual who works as a team player as well as individually. Although, I have little job experience, I believe that my education background would guide in dealing with the many different individual that may enter your establishment. I am very interested in gaining additional experience in the work place, and your establishment would be a wonderful place to continue. My experience as an athlete has taught me to dedicate my energy, talent and skills to specific goals.

An enclosed resume is available for your reference. I look forward to hearing from you to schedule an interview at your earliest convenience, and I appreciate your time and courtesy in reviewing this material.

Yours Respectfully,

Latesha Cyrus

A handwritten signature in cursive script, reading "Latesha Cyrus", written over a horizontal line.

# **LATESHA CYRUS**

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## **OBJECTIVE:**

To dedicate my energy, skills and talent to your organization and in turn gain experience and knowledge.

## **EDUCATION**

2004 - 2009

**San Fernando Government School**

Caribbean Examination Council (CSEC): 6 subjects

2009 - Present

**C.O.S.T.A.A.T.T.**

Bsc. Applied Psychology

## **WORK EXPERIENCE**

**July 2010 – Aug 2011**

**Trinkets Limited Princes Town**

**Position:** Sale Clerk

- Selling furniture
- Trainee in bookkeeping

**July 2013**

**The Sports Company of Trinidad and Tobago**

**Position:** Safety Marshall

- Supervising children in several sporting disciplines daily
- Performing clerical submissions

## **HOBBIES**

- Cooking
- Track & Field
- Photography

## **AFFILIATIONS**

- Chiropractic Brooklyn Sport Club
- Dovers Athletic Club
- Track and Field at San Fernando Government Secondary

## **REFERENCES**

**Denyse Alexander**  
**Telephone Operator/ Receptionist**  
**INDUSTRIAL GAS LIMITED**

412 St John's Village  
Cipero Road  
San Fernando

February 12<sup>th</sup>, 2014

### To Whom It May Concern

This is to certify that I have known Ms. Latesha Cyrus for more than ten years. During the time I have known her, she has proven to be a respectful, courteous and honest individual. She has grown to be a very industrious woman, one who is committed to whatever task she is given. Her pleasant personality will bring a positive influence to your organisation.

I therefore do not hesitate in recommending her for any suitable position in your firm. I can truly say that she would be an asset to your organisation.

Respectfully Yours



Denyse Alexander  
Telephone Operator/Receptionist  
INDUSTRIAL GASES LIMITED

REPUBLIC OF TRINIDAD AND TOBAGO  
**CERTIFICATE OF CHARACTER**  
POLICE HEADQUARTERS  
PORT-OF-SPAIN

*mibull*  
**D 176787**  
*821*


*Monday 22nd July* 20.13.

*JUL 29 2013*  
This is to certify that according to records held in the Criminal Records Office of the Trinidad and Tobago Police Service Mr./Mrs./Miss Latesha Jersele Cyrus  
of #361 St John Village Cyprus road San Fernando  
holding Passport No. RD 19920916060 has **NO**  
previous convictions against him/her. *MA Lorraine ASP*

N.B.—Previous convictions if any, are listed overleaf.

for Commissioner of Police,  
Trinidad and Tobago, W.I.

Republic of  
**TRINIDAD  
and  
TOBAGO**



NATIONAL IDENTIFICATION CARD

*Latesha Cyrus*

NAME  
**CYRUS, LATESHA JERSELLE LYSTRA**

CHIEF ELECTION OFFICER

**CYRUS, LATESHA JERSELLE LYSTRA**

DATE OF ISSUE	2010-06-21	EXPIRY DATE	2020-06-21
DATE OF BIRTH	1992-09-16	REGISTRATION No.	19920916060
CITIZENSHIP STATUS	TRINIDAD & TOBAGO	PLACE OF BIRTH	SAN FERNANDO
SEX	F	HEIGHT cm	167
COLOUR OF EYES	BROWN	COLOUR OF SKIN	BROWN
SOCIAL ASSISTANCE No.		NATIONAL INSURANCE No.	
BLOOD GROUP			