

# PUTRICE NEDD

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#29 Bynoe Trace, Enterprise Street Longdenville ! 761-8593 ! putriceneddtt@gmail.com

## SUMMARY

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I am dynamic and charismatic individual who is seeking an opportunity to challenge myself and provide a superior level of service in this field. I have some experience in this field and would like to gain more as I have intentions of becoming a professional in the field. I am honest and hardworking and if given the opportunity, I will be more than happy to attend an interview at your earliest convenience.

## LIFE SKILLS/QUALITIES

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### Charisma

I am a charismatic and energetic person who is willing to work hard and learn in the process.

### Honesty

I am honest and trustworthy and take pride in maintaining high moral and ethical values.

## EXPERIENCE

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### Production Line Staff, *Printcom Caribbean Limited.*

My tasks are to assist in the printing of labels and cards. I would also assist in the trimming, packaging and labelling of printed materials for clients.

### Dental Assistant

My tasks were to provide support to the Dentist and to patients. From time to time I would also do clerical duties.

### Production Line Staff, *Eniaths Ltd*

My tasks are to assist in the printing of labels and cards. I would also assist in the trimming, packaging and labelling of printed materials for clients.

### Baker, *B's Bakery*

My tasks were to bake the pastries and bread. I would also provide support in the packaging and preparation for dispatch and sales.

### Brand Ambassador

Sell retail products, goods and services to customers.

Work with customers to find what they want, create solutions and ensure a smooth sales process.

### Barista, *Rituals*

My primary task was to provide service to customers who would order drinks at the bar.

## EDUCATION

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English, *CXC*

Mathematics, *CXC*

Social Studies, *CXC*

Computers, *CXC*

Principles of Business, *CXC*

## REFERENCES

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Name: Arlene Hinkson

Occupation: Supervisor

Tel: 474-3199

Name: Shyna Binda

Occupation: HR for twisted imagination

Tel: 755-4322

Name: Jessel Mahase

Occupation: Administrative Manager

Tel: 343-7641 / 347-0028