

Lakshmi Ragoo
264 Hermitage Road,
Union Village,
Claxton Bay.
Trinidad.
13th November, 2017.

Massy Stores.
#39A Wrightson Road,
Port of Spain,
Trinidad. W.I

Dear Sir/Madam:

I am a first year aviation student at The University of Trinidad and Tobago, Point Lisas Campus and wishes to apply for employment as I have completed my courses.

Though I am still pursuing my studies at The University of Trinidad and Tobago, it would be a privilege to work with your organization to gain and expand on a greater knowledge on the world of work through your company. I must assure you that my academic studies will not affect me in the way that I carry out my job. I would enjoy any opportunity to learn and build in an applicable position as a cashier at your company.

Given this opportunity, I really do look forward to meeting with you for a personal interview. Should you require any additional information, please do not hesitate to contact me.

Thank you for your time.
Sincerely,
Ms. Lakshmi Ragoo.

Name: Lakshmi Rago

Address: #264 Hermitage Road, Union Village, Claxton Bay. Trinidad.

Contact #: Cell: 467-9851 / email: karishma_rago@yahoo.com

Date of Birth: 09th July, 1999

Place of Birth: San Fernando. Trinidad and Tobago

Religion: Hindu

Career Goal

Working toward becoming a commercial airline pilot.

Educational History

Schools attended:

2016 - present: University of Trinidad and Tobago

2011 - 2016: San Fernando West Secondary School

2004 - 2011: Macaulay Government Primary School

2003 – 2004: Little Star`s Kindergarten

2002 – 2003: Fazia Pre-School

Academic History:

NCSE Level 1

Subjects	Year	Institution	Grades
English Language Art	2014	San Fernando West Secondary	B
Mathematics			A
Physical Education			B
Social Studies			C
Spanish			B
Science			B
Technology Education			A
Visual and Performing Arts			B

CSEC

Subjects	Year	Institution	Grades
Additional Mathematics	2016	San Fernando West Secondary	III
Biology			III
Chemistry			III
English A			I
Information Technology			II
Mathematics			I
Physics			III
Spanish			III

Present Academic Pursuit – Certificate in Aviation Technology

Institution	Year	Courses	Grades
The University of Trinidad And Tobago	2016-present		
	Semester 1:	Theory of Flight- Unpressurized	B
		Aviation Human Factors and Safety	B
		Digital Techniques	B
		Applied Engineering Communication	B+
		Mathematics for Aviation I	B
		Physics for Aviation Technology	B
	Semester 2:	Air Regulations, Technical Records	B
		Airside Safety	B+
		Powerplant and Associated Systems	B
		Health Safety and Environment for Aviation	B
		Mathematics for Aviation II	B+
	Semester 3:	Aviation History	B+
		Aviation Industrial Practices	B+
		Aircraft Avionics Systems I	B+
		Life Skills for Aviation	B+

Achievements:

Certificate	Year	Institution	Area
Certificate of Completion	2004	J&J Computer Learning Programme	Computer
Certificate of Participation	2007	Hindu Credit Union	Financial
Certificate of Achievement	2009	Macaulay Government Primary	Academics
Scholarship fund for Perseverance	2011	Macaulay Government Primary	Academics
Certificate of Excellence	2011-2012	San Fernando West Secondary	Academics
Certificate of Excellence	2012-2013	San Fernando West Secondary	Academics
Certificate of Participation	2013	Australian Mathematics Trust	Mathematics
Certificate of Excellence	2013-2014	San Fernando West Secondary	Academics
Certificate of Participation	2014	Australian Mathematics Trust	Mathematics
Certificate of Merit	2014-2015	San Fernando West Secondary	Academics
Certificate of Proficiency	2015	Australian Mathematics Trust	Mathematics
Certificate of Achievement	2015	RBC Young Leaders	Technology
Certificate of Completion	2017	Airports Authority of Trinidad and Tobago	Security Awareness Programme

Accomplishments:

Year	Institution	Accolades
2004	Little Star`s Kindergarten	Most outstanding student (Female)
2004	Little Star`s Kindergarten	School leaving certificate
2008-2010	Macaulay Government Primary	Girls Guide Member
2010-2011	Macaulay Government Primary	4H Club Member
2009-2011	Macaulay Government Primary	School Prefect
2011	Macaulay Government Primary	School leaving certificate
		Special Award: Best Overall Attendance
		Special Award: 4H Club Member
2011-2014	San Fernando West Secondary	Class Prefect
2012-2014	San Fernando West Secondary	Student Council Member
2011-2014	San Fernando West Secondary	1 st Place in class
2015-2016	San Fernando West Secondary	School Prefect
2016	San Fernando West	School leaving certificate

	Secondary	
		Special Award: Corporate Image

Aspiration:

- Pilot

Membership:

- Model Aero Club

Internship/Work experience:

Name of Company	Address	Position	Period of Service
Ulric Cross Air Station	Golden Grove Road Piarco	OJT	May 2017- July 2017
Hot Chocolate Supercenter	62-64 High Street San Fernando	Sales Clerk	September 2017- present

Recommenders:

Name: Ms. Deborah Birjah-Rampersad

Occupation: Dean of Discipline- San Fernando West Secondary School

Contact: 358-3519

Name: Ms. Lydia Jane Samuel

Occupation: Biology Teacher- San Fernando West Secondary School

Contact: 338-1265

References:

Name: Ms. Allyson Commissiong

Occupation: Mathematics/Additional Mathematics Teacher- San Fernando West Secondary School

Contact: 765-2215

Name: Ms. Tricia Hosein

Occupation: Registered Nurse at San Fernando General Hospital

Contact: 470-1230