

RESUME

PERSONAL INFORMATION:

Name: Rhonda Roselyn Babilon

Age: 22

Address: LP#56 Backer Trace Guaico, Sangre Grande

Date of Birth: 14-01-1995

Email Address: babilonrose@gmail.com

Contact: 381-0940

EXPERIENCE:

2013-2014-Eastern Regional Health Authority, Temporary Clerical Assistant/CSR

2015- 2017–Eastern Regional Health Authority –Under the National Training Agency

DEPARTMENTS AND POSITIONS:

- Human Resource –Clerical Assistant
- Quality Department-Customer Service Representative
- General Manager of Primary Health Care Services- Clerical Assistant
- Primary Care Nursing Manager Department-Clerk
- Pharmacy Department t- Clerical Assistant
- Transport Department-Clerical Assistant
- Registry-Receptionist
- Area Administrative Officer - Clerical Assistant

EDUCATION:

2002-2008-Guaico Presbyterian School

2008-2013-Bates Memorial High School

QUALIFICATIONS:

English-

Social Studies--

Principles of Business-

Office Administration –

Skills

COSTAATT-Occupation Safety and Health

REFERENCES:

Ns. Verna Bacchus

Primary Care Nursing Manager

Telephone Contact: 498-1671

Mrs. Ria Affonso

Quality Coordinator

Telephone Contact: 724-7514