

LP# 55 Christian Benny Drive,  
Longdenville Old road  
Chaguanas

September , 2017

Dear Sir/ Madam,

I am respectfully presenting my application for consideration for employment in your institution aforementioned. With my potential and determination to motivate others, I would make a great candidate.

I am very organized, detailed oriented and work very well with others. My experience has given me knowledge and confidence in many areas such as Office administration, protocol, Networking and an array of management skills just to name a few. Attached is my resume for your perusal.

Thank you in advance for considering my application and I eagerly look forward to a favorable response

Sincerely,

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Crystal J. Modeste

**Crystal Janelle Modeste**

LP# 55 Christian Benny Drive, Longdenville Chaguanas

Contact: 318-1896

Email: [crissymode@gmail.com](mailto:crissymode@gmail.com)

**Date of Birth:** August 11<sup>th</sup> 1983

## Education

1988-1996	Chinapoo Government Primary School
1996-2001	Malick Senior Comprehensive Government Secondary
CSEC Ordinary Level:	
	English Language                      Grade IV
	Mathematics                              Grade IV
	P.O.A                                        Grade III
	Social Studies                            Grade III
	P.O.B                                        Grade IV
	Integrated Science                      Grade III

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## Experience

Kairi Technologies Ltd Cotton hill street, St. Claire	(2001-2003)
Francis fashion shoe locker Frederick St. Port of Spain	(2003-2005)
Ministry of education London street Port of Spain	(2005-2006)
With Women in mind West Mall, West Moorings ( Csr )	(2006-2010)
Assistant Manager at Fitness Center (Club Savannah) 5-5A Queens park West, Bp	(2010-2014)
Columbus Flow, Trinidad ltd. Ground floor, Independence Square	(2014-2017)
Syne Mart Ltd (cashier / lotto operator)	(Presently)

## Hobbies

Reading  
Networking  
Nature Touring  
Community Development

**Reference:** Jamie Peters- Quality Assurance Technician at Columbus Flow Trinidad  
Contact: 328-6312

Mrs. Maria Cuffy – Manager at Movie Towne theaters  
Contact: 481-0002

Mr. Jameel Hadeed – General Manager of Man Hole Male Box & Kids Rule  
Contact: 681-7440