

Sherwood Park Trace

Carnbee Tobago

To whom it may concern,

As a graduate of Scarborough Secondary School, I am very interested in perusing a career with your organization. I have attached a copy of my resume for your review.

I am known for my willingness to learn, my positive attitude towards work and my ability to cooperate and communicate with others.

I look forward to meeting with you at your convenience. I can be contacted at 868-718-2140/ 868-631-0629 or via email at jonathancrevelle@gmail.com.

Thank you for consideration.

Respectfully,

Jonathan Crevelle

Jonathan .I. Crevelle

PERSONAL

Address: Sherwood Park Trace Carnbee Tobago

Phone Number: 868-718-2140/ 868-631-0629

Email: jonathancrevelle@gmail.com

EDUCATION

SCARBOROUGH SECONDARY SCHOOL 2013 (CAPE Passing Grade I-VI)			
SUBJECT			
CAPE UNIT 1	GRADE	CAPE UNIT 2	GRADE
BIOLOGY	IV	BIOLOGY	V
ART AND DESIGN	I	ART AND DESIGN	I
ENVIRONMENTAL SCIENCE	II	ENVIRONMENTAL SCIENCE	II
COMMUNICATION STUDIES	II		
CARIBBEAN STUDIES	V		

BISHOP'S HIGH SCHOOL TOBAGO 2011 (CSEC Passing Grade I-III)	
SUBJECT	GRADE
ENGLISH	II
MATHEMETICS	III
BIOLOGY	II
CHEMISTRY	III
INFORMATION TECHNOLOGY	II
FOOD AND NUTRITION	I
TECHNICAL DRAWING	III
GEOGRAPHY	III

ACHIEVEMENTS

SCARBOROUGH SECONDARY SCHOOL

Academic Excellence Award in Environmental Science 2013

Academic Excellence Award in Art and Design 2013

Awarded Best Department Male 2013

Awarded Most Disciplined Male 2013

Awarded Best All Round Male 2014

Awarded for Contribution to School Life 2013

Academic Excellence Award in Communication Studies 2012

Academic Excellence Award in Biology 2012

Awarded Best Overall Performance in Art and Design 2012

Student Council Vice President 2012

Student Council President 2013

Head Boy of School 2012-2013

BISHOP'S HIGH SCHOOL

Awarded Best Overall Performance in Information Technology 2011

Awarded Best Overall Department 2011

Awarded Most Disciplined Student 2011

EXTRA ACTIVITIES

Assistant Director of Research for URBANISME 2014- Present

Student Research Assistant 2013

Awarded for Outstanding Performance in the Climate Change and Public Health Internship Program for Caribbean Secondary School Students' 2013

Member of UNESCO Club 2010- Present

Member of the EMA Youth Ambassadors 2013- Present (Treasurer 2014-2015)

Introduction Course for Community Engagement 2013

EXPERIENCE

Administrative Officer at International Project Initiatives Limited- Feb 15th 2014 – Mar 13th 2015

Student Research Assistant- Aug 2013 – Dec 2013

Co-Designer/ Developer of Map of Tobago Currently Displayed at Jermingham Park Scarborough

Paid Intern for Local Artist Jackie Hinkson- April 2012

Store Attendant at Super 10 Store

SKILLS

Communication Skills: Writes clearly and concisely, speaks effectively, listens attentively, express ideas, negotiates/ resolve differences, lead group discussions, provides well-thought out solutions, confidently speaks in public, always willing to learn from others.

Interpersonal Skills: Works well with others, sensitive, supportive, motivates others, shares credit, cooperates, represents others, accepts responsibility.

Management Skills: Leads groups, manage conflict, delegate responsibility, make decisions, enforce policies, takes charge.

Organizational Skills: Handles details, coordinates tasks, punctual, manage projects effectively meets deadlines.

Research and Planning: Creates ideas, identifies problems, meets goals, solves problems, defines needs, analyzes issues, develops strategies.