**To Whom It May Concern**

Dear Sis/Madam,

I am applying for a position within your Organization.

I have no professional work experience. I strongly believe the qualities and professionalism suited for any position I posses.

I am a very ambitious and a diligent person who is desirous of this opportunity. I firmly believe my communication skill and leadership competencies are consistent with the demands require for any position that will add value to any organization.

Attach is a copy of my resume for reference I am available for an interview at your convenience.

Yours respectfully,

Nathania Campbell

RESUME

Nathania Campbell

54 Pelican Extension,

Morvant

780-6513/626-0541

OBJECTIVE:

* To become a proficient trainee, which will equip me with the necessary skills and professionalism require to execute my duties. By becoming a great asset to the company and to help in any way possible.

EDUCATION:

El Dorado West Secondary School 2009 - 2014

Lower Morvant Gov’t School 2002 - 2009

CXC 2014 Awaiting Results

English Language

Mathematics

Principles of Accounts

Food & Nutrition

Principles of Business

Social Studies

Integrated Science

OTHER INFORMATION:

* A member of the Daybreak Assembly Youth Ministry, Young Ladies Group and Christian Education Department

HOBBIES:

* Reading, Cooking and Singing

REFRENCES:

* Dr. Rev. Alister Alexander

Pastor

Daybreak Assembly

Poinsettia Drive,

Morvant

626-0219

* Lenroy Duke

Truck Driver

#5 Center Hill

Upper 7th Avenue, Malick

Barataria

764-7645