**RESUME**

**NAME:** SHINADE HERNANDEZ

**DATE OF BIRTH:** OCTOBER 4TH 1996 (17 YEARS)

**ADDRESS:** 38 ACKBAR TRACE CHARLIEVILLE CHAGUANAS

**CONTACT**: 302-5133

**MARITAL STATUS**: SINGLE

**NATIONALITY:** TRINIDADIAN

**EDUCATION**: A.S.J.A GIRLS’ COLLEGE CHARLIEVILLE CHAGUANAS

AWAITING CXC RESULTS 2014

ENGLISH A

ENGLISH B

HUMAN AND SOCIAL BIOLOGY

MATHEMATICS

SOCIAL STUDIES

SPANISH

PRINCIPLES OF ACCOUNTS

PRINCIPLES OF BUSINESS

**SKILLS:**

* CAN TYPE QUICKLY
* GOOD ATTENTIVE SKILLS AND COMMUCATION SKILLS

**REFERENCES:**

* Michele-Anne Branker   
  Address: 72 Carli Bay Road, Couva.   
  Contact: 483-5939  
  Occupation: ACCOUNT 1
* Melissa Sylvester   
  Address: 14 Pleasant Crest, De Grannes Village, Siparia.  
  Occupation: Teacher

June 25th 2014

38 Ackbar Trace Charlieville,

Chaguanas.

Dear Sir/Madam

I am writing to apply for a job, together with this letter I would like to submit myself to join your company to any suitable available positions. My skills are based on honesty and I believe I am very organized and can carry out orders well. I am a very honest, hardworking and will be a customer oriented employee if given the opportunity. While graduating from high school I was given the honor of receiving the award of being a consistent performer, without hesitation, the same motivation and drive that kept me working hard to receive this honor will also be developed at the workplace. I can assure you all of your requirements for this vacancy will be truly served at the best of my ability.

Thanking you in advance.

Sincerely,

SHINADE HERNANDEZ