LATOYA JOSEPH

36F SONALAL ROAD

TOOD’S ROAD

CHAGUANAS

8th January, 2014

***TO WHOM IT MAY CONCERN***

I would like to apply to your prestigious organization in hope of seeking a position that is suitable for my qualifications.

I am 26 years old. I completed the CXC level of education ten (10) years ago at the Upper level Educational Institute, where I attained passes in Principles of Business (2) Computer( A+) Mathematics (3) English (3).

I was employed as a cashier/floor manager at Caparo Shoprite Supermarket at Caparo. I can assure, you will find me to be quite honest, reliable and responsible and do hope my qualities will motivate you to invite me to an interview at your convenience.

Thank you for considering me

Cell# 732-8818 /345-9557

Yours sincerely,

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LATOYA JOSEPH