#213 Aqui Phillip Street,

Gopaul Lands

Marabella

San Fernando

652 -3539/329-7299

Date: …13th August, 2014

To Whom It May Concern:

Dear Sir/ Madam,

I, SABINA MOHAMMED, hereby apply for a position within your organization which suits my qualifications and experience.

I am a very reliable and diligent young woman with my eye in the future. I always endeavour to perform delegated tasks with minimum supervision once I am well trained. I am always seeking to improve both myself and make a positive contribution to the workplace around me.

I believe my presence can bring a blessing to your organization.

I anticipate a favorable response from you or any of your representatives at your earliest convenience. I am also available for interview at your convenience.

Thanking you in advance for your consideration.

Yours Respectfully,

**Ms. Sabina T. Mohammed**

SABINA THERINE MOHAMMED  
**CURRICULUM VITAE**

**Personal Information**

Address: 213 Aqui Phillip Street, Gopaul Lands, Marabella, San Fernando

Contact: 329 - 7299

Nationality: Trinidadian

Next of Kin: Torrance I. Mohammed (Father) Contact: 334-2044/ 620-4836

**Work Experience**

**2014** The Game Shop Cashier

**2013** Couva/ Talparo/Talparo Regional Corporation Kitchen Attendant

**1998 - 2012** Pacific Lutheran University Student Hosting Host at Home

**2011 – 2012** SANFEST National Junior Arts Festival Volunteer

**2012** The Accessories King Customer Service

2011 Creative Marketing Promoter

National Library Information Systems Librarian Assistant1998/ 2005 San Fernando City Corporation Field Officer   
2007 P.R. Consultant TraineeAssistant

2004 Customs and Excise Division Clerical Assistant2002 Pyramid Drug Store Sales Clerk

**Education**

At Present Interested in Public Relations and Hospitality.

Developing creative writing at tertiary level.

January 1995

**Youth Training Entrepreneurship Programme - Micro Entrepreneurship/ Typing**

Pleasantville, San Fernando

September 1994

**National Energy Skills Sector- Computer Literacy**

Pleasantville, San Fernando

September 1992 to July 1994

**Pleasantville Senior Comprehensive A’ Levels**

Union Road History (E)

Marabella Literature (O)

General Paper (U)

September 1987 to July 1992

**Naparima Girls’ High School O’ Levels**

La Pique Hill Mathematics (3)

San Fernando English A (2)

English B (2)

Principles of Business (2)

History (2)

Geography (2)

**References**

**Ms. Kamila Mateson Ms Lorraine Vincent**