 Kernesha Toni Alexander

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I’m an experienced project leader with the ability to initiate /manage cross – functional teams and multi-disciplinary project. Being a critical thinker, decision – maker and problem solver. I will love to obtain a job at your company where I can maximize my skills, and my quality assurance, program development, and training experience. Whereas I’m going to used my skill in the best possible way for achieving the company’s goals to enhance my professional skills in a dynamic and fast paced workplace. While seeking a responsible job with an opportunity for professional challengers.

Education

**Fyzabad Anglican Secondary School** 2005-2010

Principle of business

Social studies

Integrated Science

English A

**A Class tuition** 2011-2012

Human and social biology

Mathematics

Profile

- Remain calm and professional throughout critical incidents.  
- Proven record of reliability and responsibility.  
- Resourceful problem solver capable of implementing solutions to complex problems -Possess special sensitivity to meeting different needs in varied situations.

Skills

Efficient at using Microsoft Office: Word, Excel, PowerPoint, Access

Work experience

Clerical assistant with the on the job training program at San Fernando west secondary school 2012-2013

Subway sandwich artist 2013 -2013