ASHA DALIA MCLEOD

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Gonzales

1868-338-9786

[Mcleodasha@yahoo.com](mailto:Mcleodasha@yahoo.com)

Date of Birth 23 December 1991

Marital Status Single

Nationality Trinidadian

Education and Qualification

Sept. 2012 - Mar.2013 Servol Hospitality (R.T .L.C)

House-Keeping

Food & Beverages

Food Preparation

Front Office

Computer Literacy

Tourism

May 2012 - July 2012 Barataria HI Tech Grades

*Computer Literacy*

Introduction to the computer A

Windows XP A

Introduction to the Internet A

MS Word A

MS Access A

Basic Accounting & Bookkeeping A

MS Excel A

Jan. 2012 – Apr. 2012 Servol Beetham Life Centre

*Adolescence Development Program*

Parenting

Public Speaking

Health Education

July 2010- July 2010 YTEPP (18 Hour Course)

*Computer Literacy*

Introduction to Vista

Introduction to MS Word 07

Introduction to Excel 07

Introduction to PowerPoint 07

Introduction to the Internet

Sept. 2006- July 2008 Bishop’s Centenary College

*Subjects Pursued:*

English

Social Studies

Mathematics

Food & Nutrition

Clothing & Textile

Work Experience

Jan. 2014- April 2014 Amral’s Travel

*Position Held:*

Travel Agent

Dec. 2012 - Dec.2013 Price Smart

*Position Held:*

Cashier

Sept. 2011- Dec. 2012 Mc Donald’s

*Position Held:*

Cashier

Oct. 2009 - Aug.2011 St. Ann’s Medical

*Position Held:*

Secretary

Sept. 2008 - Sept. 2009 Family Planning Association

*Position Held:*

Clerical Assistant

Hobbies Dancing

Singing

Writing

Reference Candice Birmingham

*Sales Representative*

796-4706

Ms. Natasha Williams

*Merchandiser*

734-1892