SHEREEN.C.ANTOINE

DATE OF BIRTH: 27th October 1995

NATIONALITY: Trinidadian

MARITAL STATUS: Single

HOBBIES: Reading, Computer Technology, Listening to Music

OBJECTIVE: To become a multi-skilled professional. I am willing to gain experience through interaction with professionals in my areas of interest, as well as other areas that may enhance my career. I believe that such exposure will develop my competence, and allow me to meet the challenges of the dynamic economics environment.

EDUCATION:

2014-2010 San Juan North Secondary School

2010-2004 St. Joseph Girls’ R.C School

QUALIFICATION: National Examinations Grade

Principles of Business 3

Principles of Accounts 3

Information Technology 3

REFERENCES: Michelle Isaac- Villafana

Clerk Typist 1

Tel # 676-6256 or 797-7966

Debbie-Ann Lamorell

Teacher 111

San Juan North Secondary

717-8647

Phiuel D’Heureux

Library Assistant 1

381-3870

September 2015

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Dear Sir/Madam,

It is with great interst that i seek a position within your organiation and consequently will commit to work tirelessly to realise the vision of you company.

I have attached my resume which further highlights my additional credentials along with references and recommendations that would be able to provide a comprehensive perspective of my character and capabilities.

If given the opportunity to serve, i am an assiduous and committed individual who is able to function as a team player and exercise initiative. Furthermore my willingness to excel and contribute to the productivity within your organization will validate my commitment to industry, resourcefulness and tenacity to any tasks assigned.

I am available for a personal interview at your preference and convenience.

Thanking you in anticipation for your favourable response.

I am,

SHEREEN ANTOINE