July 14th, 2015

Wharf Trace,

Maracas St. Joseph,

Curepe,

Trinidad W.I

**To Whom It May Concern**

I wish to be considered for a position in your esteemed organization in a position particular to my qualifications stated in my resume′ attached.

I am able to effectively complete tasks or jobs assigned to me with little or no instructions being given. I am hard working, self-motivated but also a great team player. I strive for excellence in all my endeavors and I also believe that with my excellent interpersonal skills that I am best suited for any position.

I do look forward to your call or e-mail so please feel free to contact me at any time via e-mail at [neikelexeter@gmail.com](mailto:neikelexeter@gmail.com) or via telephone at 749-0182.

Yours faithfully,

N. Exeter

Neikel Exeter

Att. Resume´

**NEIKEL EXETER**

LP #69 Wharf Trace Maracas St. Joseph, Curepe

Trinidad W.I

749-0182

**RESUME´**

**GOAL:** To be an asset, a team worker and to enhance any organization with which I am a part of.

**DATE OF BIRTH:** 22nd August, 1989

**EDUCATION:**

**SECONDARY LEVEL**

St. Augustine Senior Secondary Comprehensive School [2005-2007]

Electronic Document Preparation and Management – II

Integrated Science – III [CXC 2007]

Barataria Junior Secondary School [2002-2005]

**PRIMARY LEVEL**

St. Joseph Government Primary School [1994-2002]

**EMPLOYMENT HISTORY:**

**Pizza Hut**

Customer Service Representative [2008-2012]

**G&S Catering Services Ltd.**

Chef Assistant [2009-2012]

**KFC**

Customer Service Representative [2012-Present]

**SKILLS:**

Youth Training and Employment Partnership Programme (YTEPP)

1. Small Business Management [October-December 2007]
2. Dress Making and Design [July-December 2012]
3. Commercial Food Preparation [February-December 2013]

M.U.S.T

1. Culinary Arts. [Feb-July 2009]

**REFEREE:**

Mr. Robert Williams

Supervisor

Lifetime Roofing Solutions Company Ltd.

Telephone# 355-1416

1. Ms. Marcia Wallace

Principal

Faith’s Preschool

Telephone# 663-8156