Gayann Romeo

#69 McLean Street

Curepe

Trinidad

Human Resource Manager

Massy Store

Trinidad

Dear Sir/ Madam

I am Gayann Romeo of the above mentioned address and I am seeking employment at your organization for the position that will be suited to my qualification. I am a diligent, hardworking individual who believes in team spirit. I am of the belief that I have developed good interpersonal skills from my previous employees. I was employed as a part-time Clark typist at the ministry of transport and i also had a vocational work at the Roxborough Gas Station as an assistant manager. The experience I had can make me an asset to your organization in my opinion.

I am a pass student of the Signal Hill Secondary Comprehensive School and Harmon School of S.D.A, where I have obtained seven (7) CXC O’Level subjects. I am also perusing a Bachelor’s Degree in business management at the University of the Sothern Caribbean. I can be contacted at 378-8842 I will be awaiting your call for an interview, if u find it necessary. Thank you in advance.

Gayann Romeo

Yours Respectfully

Resume

Name: Gayann Romeo

Address: #69 McLean Street Curepe

D.O.B. October 4th 1991

Contact: 378-8842

Education Hope AC primary school 1991-2004

Signal Hill Secondary Comprehensive School 2004-2009

Harmon School of S.D.A 2009-2011

Qualification: Subjects Grade

Office Administration 1

Principle of Accounts 2

E.D.P.M 2

Human and Social Biology 2

Principle of Business 3

Social Studies 3

English 3

Work Experience: Clark Typist at the Ministry of Transport 2 Months

(Vocational) Romeo Gas Station assistant manager

References: Miss Blackman

Signal Hill Secondary Comprehensive School (Teacher)

639-3407. cell 761-3662

Mrs. Nichols

Harmon School of S.D.A (Principal)

639-2532