The Human Resources Manager,

Massy Stores.

Dear Sir/Madam

I hereby submit this resume to your reputable establishment, applying for the position of cashier. I have successfully completed both the CSEC and CAPE examinations in 2013 and 2015 respectively. My desire for greater knowledge has led me to the University of the West Indies St. Augustine Campus, where I am currently pursuing a Bachelor’s Degree in Accounting.

I have graduated from St. Joseph’s Convent San-Fernando and St. Stephen’s College Princes Town, with a host of extra curricular activities attached to my name. Thus it is safe to say I am a well-rounded individual.

I have been previously employed, allowing me to gather experience, as well as firsthand knowledge of work etiquette. I am a hard working, persistent and outspoken young woman who believes in doing her best all the time. I consider it a privilege to offer my services to your renowned company. If my application is successful I will dedicate my energy, time and skills to the mutual benefit of your firm and myself.

Please find enclosed my resume. Thank- you for your consideration.

Yours Respectfully,

Sheneil Brandon-John.

RESUME

* NAME: Sheneil Brandon-John
* ADDRESS: #19 Kenneth Avenue Cocoyea.
* TELEPHONE: 329-3971
* DATE OF BIRTH: 18th May, 1996.
* MARITAL STATUS: Single
* MISSION STATEMENT: To take success to another level.
* **EDUCATION/QUALIFICATION:**

St. Gabriel’s Girls’ R.C School

2001-2008

St. Joseph’s Convent San Fernando

2008-2013

St. Stephen’s College Princes Town

2013- 2015

University of the West Indies

Present

* **CSEC JANUARY 2012/2013**

|  |  |
| --- | --- |
| SUBJECT | GRADE OBTAINED |
| English Language | One (I) |
| English Literature | One (I) |
| Mathematics | One (I) |
| Office Administration | One (I) |
| Principles of Accounts | One (I) |
| Principles of Business | One (I) |
| Social Studies | One (I) |
| Biology | Three (III) |

* **CSEC MAY/JUNE 2013**

|  |  |
| --- | --- |
| **SUBEJCT** | **GRADE OBTAINED** |
| English Language | One (I) |
| English Literature | One (I) |
| Mathematics | Two (II) |
| Economics | One (I) |
| Principles of Accounts | One (I) |
| Spanish | One (I) |
| Geography | Two(II) |
| Biology | Two (II) |

* **CAPE EXAMINATIONS 2014**

**UNIT ONE**

|  |  |
| --- | --- |
| **SUBJECT** | **GRADE** |
| Accounting | **One** |
| Communication Studies | **One** |
| Economics | **Two** |
| Management Of Business | **Two** |

* **CAPE EXAMINATIONS 2015**

**UNIT TWO**

|  |  |
| --- | --- |
| **SUBJECT** | **GRADE** |
| Accounting | **One** |
| Caribbean Studies | **Two** |
| Economics | **Three** |
| Management of Business | **Two** |

**WORK EXPERIENCE:**

JTA Supermarket

Cross Crossing/ Carlton Centre

Perishables Clerk (2012-2013)

Cashier (2014-2015)

Trinidad and Tobago Police Service

Summer Intern Program

June-August 2015.

**REFERENCES:**

Trudy Ann Ayum

Ag. Police Corporal

389-1921

Dionne Palmer

Teacher III Secondary

498-5899