**Nehemiah Gulston**

9, Morgan Lane, Laventille

P-O-S

Nehemiahgulston@gmail.com

Tel: 339-2490/627-2306

**Objective**

A position where my computer skills and business will add value to any organisation.

**Summary of Attributes**

* Result Driven
* Quick and eager to learn
* Tolerant, loyal and determined worker
* Works well as a team or independently

**Work Experience**

# SuperPharm Warehouse

San Juan, El Socorro Extension

June 2010- August 2010

## Warehouse attendant

* Loading and Unloading of products
* Record Keeping
* Stock taking
* Ensured prompt reports

**Holiday Snacks**

El Socorro, San Juan

Oct 2011- Dec 2011

## Merchandiser

* Record Keeping
* Stock taking
* Ensured prompt reports

**Trinidad & Tobago Police Administration**

Sackville Street, Port-Of-Spain

June 2012- Oct 2012

July 2013- Oct 2013

*Temporary Clerk*

* *Record Keeping*
* *Bookkeeping*
* *Filing*
* *Office Systems*

**Education**

**Woodbrook Government Secondary School**

2004-2009

*C.X.C. O’level (General Proficiency)*

* English A
* Mathematics
* Information & Technology
* Principles of Business
* Principles of Accounts

**Success R.C. School**

1997-2004

**Currently Attending**

1. **COSTAATT**
   * **Advance Networking Degree**

**Achievements**

**1.** Award {Information and Technology}  
**2.** Heroes’ foundation award   
**3.** Student Council   
**4.** Most Promising Student: Ford College {summer camp 2007}

**Personal Interest**

* Computers
* Discovering new places and things
* Meeting and interacting with people
* Sports

**Professional Skills**

* Microsoft Access (Basic)
* Microsoft Word (Basic- Intermediate)
* Microsoft Excel (Basic- Intermediate)
* Keyboarding Skills

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**References**

Jennifer Belgrave

*Accountant*

Carib-Link Limited

Tel: 764-8362

Dave Gibson

*Logistics Manager*

Superpharm Warehouse

Tel: 6863868

Nicole Baboolal Baldwin

*Ag. Clerk III*

Trinidad & Tobago Police Service

Tel : 336-3100

Ms. Lynette Saunders

*Office Services Manager*

Trinidad & Tobago Police Service