Niomi Clarke

, Arouca

(Home) 367-8118

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**Professional Summary**

Hardworking and reliable customer service representative, with in-depth knowledge of sales and sufficient management skills. Solid team player, with upbeat, positive attitude who is driven to reach company goals.

**Skill Highlights**

|  |  |
| --- | --- |
| * Strong Organizational skills | * Top sales performer |
| * Active listening skills | * Store maintenance ability |
| * Energetic work attitude | * Inventory control familiarity |
| * Telecommunication skills |  |
| * Adaptive team player |  |
| * Critical thinker |  |

**Work Experience**

06/2013 - 09/2013 **Island Pets** –St Augustine

Cashier

Trained 2 new employees

**Education and Training**

2013/ 2015  **Arima Central Secondary School** –Arima, Trinidad

**High School Diploma:** CXC and CAPE

|  |  |  |
| --- | --- | --- |
| **Subject** | **Grade** | **Year** |
| **CXC** |  |  |
| English B | 1 | 2013 |
| English A | 3 | 2013 |
| Math | 2 | 2015 |
| Human Social Biology | 2 | 2013 |
| Social Studies | 2 | 2013 |
| Geography | 3 | 2013 |
| History | 3 | 2013 |
|  |  |  |
| CAPE |  |  |
| Communication Studies | 2 | 2014 |
| Sociology | 3 | 2014 |
| Literatures in English | 3 | 2014 |
| Environmental Science | 4 | 1014 |