**KHEMRAJ DWARIKA**

#83 Emerald Av, Couva North Gardens, Phase 3 Perseverance, Couva

Home: 636-3160 Cell: 769-9669

Khemraj89@hotmail.com

Education

University of the West Indies

2013-Present (Currently pursuing a major in Management Studies with a minor in Finance)

Couva East Secondary School

2006-2013

Exchange Presbyterian School

1999-2006

Achievements

* **CAPE (Couva East Secondary School):**
* Caribbean Studies : Grade IV
* Communication Studies : Grade II
* Economics Unit 2 : Grade IV
* Economics Unit 1 : Grade IV
* Management of Business Unit 2 : Grade III
* Management of Business Unit 1 : Grade II
* Accounting Unit 1 : Grade II
* Accounting Unit 2 : Grade III
* **Advanced Proficiency Diploma:**
* Caribbean Studies : Grade IV
* Communication Studies : Grade II
* Economics Unit 2 : Grade IV
* Economics Unit 1 : Grade IV
* Management of Business Unit 2 : Grade III
* Management of Business Unit 1 : Grade II
* Accounting Unit 1 : Grade II
* Accounting Unit 2 : Grade III
* **CXC (Couva East Secondary School):**
* Mathematics : Grade II
* English A : Grade II
* English B : Grade I
* Principles of Business : Grade II
* Principles of Accounts : Grade II
* Integrated Science : Grade II
* Social Studies : Grade II
* History : Grade III

**Work Experience**

1. Ministry of Education CXC January Supervising (December 30th – January 19th)
2. OJT Short Term Employment Couva South Constituency Office (June 15th- August 28th  2015)
3. **Ministry of Housing and Urban Development (Sugar Welfare Central Sub Office**)

Short Term Employment Programme (June 2nd – September 30th 2014)

**Duties and Responsibilities**

* Processing grants and subsidies
* Issuing receipts
* Photocopying, scanning

**General Interests**

* Weight Lifting
* Running
* Skipping

**References**

**Name :** Mrs. Audra Pierre-Pariag

**Address :** #21 Welcome Road, Cunupia

**Contact# :** 771-4541-Cell

671-8900-Home

**Name :** Ms. Dhanmattie Ramdath

**Address :** Chin Chin road Cunipia

**Contact # :** 799-0345Cell

665-9283 - Home