**Shawnaleas Guy**

**Lp #197 Laventille Ext Never Dirty Road Morvant**

[**Wilson-Guy@hotmail.com**](mailto:Wilson-Guy@hotmail.com)

**Contact: 682-5354**

**Education**

Diploma in Human Resourse Management

Student at Sital Collage

Period of studies 2015- 2018

Subjects: Introduction to Business, Business Communication, Managing People, Personal Administration

Student at: Barataria North Secondary School

Period of studies: 2010-2015

Subjects: English, Social-Studies, Food and Nutrition

Student at: Mordant New Government Primary School

Period of studies: 2005-2010

**Employment History/ Work Experiences**

Job title: Sale Clerk

Place of Employment: Shoe Frenzy POS

Duration of Employment: June 2015- December 2015

Main Duties: Packing shelves and taking stock

Job title: Sales Clerk

Place of Employment: Locus Store POS

Duration of Employment: June 2014- March 2015

Main Duties: Packing and Stocking

Job Title: Filing

Place of Employment: Ansa Macal

Job Title: Filer

LP #197 Laventille Ext Road,

Never Dirty Road Morvant,

POS Trinidad and Tobago

Telephone: 682-5354

Email: [Wilson-Guy@hotmail.com](mailto:Wilson-Guy@hotmail.com)

Date: Monday 25th July 2016

Dear Sir/Madam,

I am writing this letter to apply for the vacancy in which your company offers, my name is Shawnaleas Guy I am eighteen years of age and seeking employment I am hard working ,understanding ,corroborative and respectful I have a huge passion for helping others I see myself as a focus person willing to take on any trills and errors which will be thrown my way I show immense reliability and extreme dedication to any work task that I am given, other than that I am always honest and undoubtedly trust worthy.

Do not hesitate to contact me for any further details on my character and capabilities. I would be expecting your call thank you for taking the time to read and consider my letter for employment.

Respectfully,

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Shawnaleas Guy

Contact Number: 682-5354