**Afeisha Taitt**

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Phone:781-8792

Lp #91 Le Plattle Village, Maraval..

I am a student of the University of the West Indies pursuing a Bachelors of Science in Nursing. I am a very driven person and at this moment, my short term goal is to graduate with a first class degree. I am a quick learner and I am able to effectively convey information verbally and in writing. I interact well with my co-workers and colleagues and I revel in team building exercises and challenging projects.

PREVIOUS EMPLOYMENT

Sales Clerk

Micles

Gulf City Mall Tobago

11th June, 2014 - 12th August, 2014

Micles is a clothing store with locations throughout Trinidad and Tobago. Roles and functions of the sales clerk was to anticipate and cater to the customer's needs. While working there I acquired and maintained a wide knowledge of product service and promotions.

Internship

First Citizens Bank

August, 2013

This internship was made possible through the JumpStart Programme held by the Chamber of Commerce. During this internship I was given a multi-faceted hands on experience of each sector of the institution. The JumpStart Programme engaged in team building activities and workplace etiquette.

KEY SKILLS

I have experience in basic accounting such as salary and wages, NIS and Health Surcharge calculations and minor knowledge in accounting program Sage. I am able to makes accounts, enter transactions and print out statements on the Sage program. I am also verse in the use of Microsoft Word, PowerPoint and Excel.

EDUCATION

University of the West Indies

St. Augustine

Bsc Nursing Programme, in my second year of this programme and has maintained a gpa average over 2.5.

Scarborough Secondary School

Scarborough, Tobago.

Accounting Unit 1, Grade 1

Accounting Unit 2, Grade 2

Biology Unit 1, Grade 2

Biology Unit 2, Grade 2

Caribbean Studies, Grade 3

Communication Studies. Grade 2

Environmental Science Unit 1, Grade 2

Environmental Science Unit 2, Grade 1

Woodbrook Secondary School

French Street, Trinidad.

Biology, Grade 2

Chemistry, Grade 3

English A, Grade 2

Mathematics, Grade 2

Principles of Accounting, Grade 1

St. Catherine Girl’s Anglican School

Duke Street, Port of Spain, Trinidad.

PERSONAL INTERESTS/HOBBIES

**Korean Class 2014 - 2016**

I have an interest in the Korean Language and culture and I am currently learning the language through a language class hosted by the Korean Embassy.

REFERENCES

Marion David Trotman is Administrative Assistant of Port of Spain General Hospital Blood Bank. Her phone number is 795-0887.

Adanna John Caraballo-Young is a Nurse Manager. Her phone number is 773-2018.