Sharkia Joseph

First Trace; Bagatelle

Diego Martin

-Cell-(868)287-3472

[sharkiaj@gmail.com](mailto:sharkiaj@gmail.com)

Dear Sir/Madam,

APPLICATION FOR EMPLOYMENT

I am currently seeking employment and I wish to be considered as an applicant for any available position at your establishment.

I have attached for your perusal details of my qualifications I consider myself to be a courteous, punctual, diligent and honest young woman and I am willing to work hard to contribute gainfully to your organization and enhance my qualification , one given the opportunity.

I am willing to attend an interview at your earliest convenience.

Yours respectfully,

Sharkia Joseph.

Sharkia Joseph

Lp#51 First Trace, Bagatelle Diego Martin

Contact: (868)287-3472/ sharkiaj@gmail.com

# Qualifications

REFERENCES

* Stacy Kelly

Herbalife Representative and Entrepreneur

Contact Number: 1868-307-5381

* Leslie-ann John

Head Accountant at NLCB

Contact Number: 1868-467-5144

* Melissa Singh

Teacher

Contact Number: 1868-359-7633

* **St. John Girls’ Primary School.**

Church Street, Diego Martin

2003-2007

## Newtown Girls’ Primary School.

Maraval.

2007-2010

* **St. Francois Girls’ College.**

Belmont, Port of Spain

2010-2015

* **St. Anthony’s College**

Morne Coco Road, Westmoorings

2015-2017

# EDUCATION

* Mathematics- Grade 1
* English Language- Grade 2
* Principle of Accounts- Grade 1
* Principle of Buisness- Grade 2
* History- Grade 3
* Additional Mathematics-Grade 3
* Physics-Grade 3
* English Literature-Grade 3
* Pure Mathematics-Awaiting Results
* Applied Mathematics-Awaiting Results
* Accounting-Awaiting Results
* Communication Studies-Awaiting Results

# Qualifications

COMMUNICATION

ORGANIZATION

TEAM PLAYER

CREATIVITY

SOCIAL

LEADERSHIP

DEDICATION

# SKILLS

To become a more marketable individual by furthering my education whilst working in an institution based on integrity and customer satisfaction.

# MY MOTTO

**Junior Achievers**

Entrepreneur 2013

**Office of the Director of Public Prosecution**

Intern 2014

**Massy Stores Westmooring**

Bakery Attendant 2015

# Work Experience