**REAH NEPTUNE-WILLIAMS**

**#51-3 BAGNA TRACE, CHASE VILLAGE, CARAPICHAIMA, TRINIDAD**

**Contact: (C) 340-9199 / 306-4567**

**PERSONAL**

Date of Birth: December 29th 1990

Marital Status: Married

**PROFESSIONAL EXPERIENCE**

2016 **KOR SALON & SPA**

Blowdry

Flat Ironing

Hair Coloring

Wash

Eyebrow, Facial & Leg Waxing

Gel Application

Manicure & Pedicure Service

2012-2015 **ONLINE MARKETING & DISTRIBUTION**

***Health & Skin Care***

* Purchasing, Sales, Billing, Inventory, Business Meeting & Appointments, Distribution of Products.

***Make-Up***

* Photoshoots, Bridal, Purchasing

***Esthetician***

* Facials, Product Referrals

2015 **HOLY FAITH CONVENT**

***Office Administration***

* All Administrative duties and Office Procedures
* After school activities

2012 **JIMMY ABOUD**

***Receptionist***

* Receiving and making calls
* Transfers
* Signing and receiving goods

2011 **KRISTINA’S**

***Assistant Manager, Cashier, Sales Clerk***

* Inventory
* Opening and Closing store
* Cashing
* Transferring of stock
* Customer communications and relations
* Billing

2010 **COURTS**

***Gift Clerk***

* Receiving and Signing Bills
* Giving gifts to customers

**EDUCATION**

2015 **MIC Institute of Technology**

Office Administratrion

Life Skills

Math

English

2003-2008 **MALICK SECONDARY COMPREHENSIVE**

Math 4

English 4

Information Technology 4

Principles of Accounts 5

Principles of Business 5

1995-2002 **SAN JUAN PRESBYTERIAN**

**INTERESTS**

* Cashier
* Customer Service Representative
* Receptionist
* Makeup Artistry
* Hair
* Nails

**REFERENCES**

* Dalia Monsano-Loregnard

Travel & Reservation Agent

***(American Airlines)***

Tel# 794-1969

* Judy John –Packeira

Nursery Man

***(Ministry of Agriculture)***

Tel# 782-0878 / 291-4313

* Jeremy Samsundar

Instructor/Assessor

***(MIC Institute of Technology)***

Tel# 330-9875