O’Reon Bhola

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

3108613 or 7053326

#16 Hisbiscus Drive,

PleasantVille,

San Fernando.

07, December, 2016.

**Re: Job Application**

A Pleasant Good Day,

This is to apply for a full-time position of vacancy that suits my academic profile. I hope that my diligence, responsibility and precision as a professional individual would be an essential asset and mutual advantage for us both. This will allow me the privilege to enhance my repertoire and simultaneously strengthen the standard you discern yourself by.

I am a focused, self-motivated and detail oriented individual with good interpersonal, communication and team skills. I am also currently a final year student at Presentation College. I have a steady background in Sciences with qualifications in it at C.X.C/C.S.E.C and C.A.P.E levels. I am computer literate.

I believe that my qualities can be valuable in any department and should you consider my application, I can assure you that I will do my best to ensure that any task that I am given will be punctually and successfully completed. I have, for that reason, submitted my resume including my contact information for your discretion. Please see attached document. Thank you for your time and consideration.

Kind regards,

O’Reon Tsi-Ronne Lishorn Bhola

Job/Career/Objective- To obtain an employment opportunity within your establishment.

Highlights of Qualifications-

CAPE UNIT 2

Biology- Grade 1

Chemistry- Grade 2

Physics- Grade 2

Communication Studies- Grade 2

CAPE UNIT 1

Biology- Grade 1

Chemistry- Grade 2,

Physics- Grade 2,

Caribbean Studies- Grade 2

CXC/CSEC

Mathematics- Grade 1

English A- Grade 1

Chemistry- Grade 1

Biology- Grade 2

Physics- Grade 2

English B- Grade 2

Technical Drawing- Grade 2

Geography- Grade 2

Additional Mathematics- Grade 3

Related Skills-

amiable, calm, business-like, ambitious, very adaptive, alert, cooperative, hardworking   and dedicated.

Education

Presentation College CAPE- 2014-2016.

Presentation College CXC(CSEC)-2014-2010.

St.Benedict's College- 2010-2009.

Membership in Professional Organisations or Services-

Volunteer Coordinator 141 Homeless Foundations

Sixth Former's Association