**KAFI CUMMINGS**

#11 Todd Street, San- Fernando

Contact: 868-365-5989/ 868- 234-1311

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

**OBJECTIVE: To obtain a postion as a Cashier within a growth-oriented company**

**EDUCATION:** HOLY FAITH CONVENT COUVA (2011-2016 )

**SUBJECTS GRADE**

* Mathematics III
* English A II
* English B II
* Social Studies II
* Integrated Science II
* Food and Nutrition II
* History III
* Theatre Arts II

**WORK EXPERIENCE**

December 2016 - The CEPEP Company Limited, Factory Rd., Ste Madeleine

* Anwer and Transfer calls on the switchboard
* Greet visitors
* Print documents
* Edit documents
* Send and receieve F.A.X documents
* Take messages

December 2016- Ansa Motors,Royal Road San -Fernando : Inventory ClerK

* Organise shelves
* Ensure area is kept clean
* Keep account of stock

September 2016- December 2016: Toymart- Sales Clerk

* Assist customers
* Organise shelves
* Test toys
* Sort out toys according to age groups

April 2016: Copy Express, High Street, San Fernando- Photocopier

* Assist Customers
* Print documents
* Photocopy books and other important documents
* Print documents

**SKILLS**

* CVQ Food Preparation 2014-2016
* Knowledge in computer literacy
* Customer Friendly
* Great organizational Skills

**REFERENCES**

Leverene Smith Melissa Western

Teacher Manager

1868-734-0904 1868- 287-0452