**RESUME**

**NAME**: rayana mellicia ruiz

**Address**: LP#118 1 ¾ mile mark road valencia

**Contact:** 7754611

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**Personal dates**

Date of birth: October-30-1994

Age: twenty two (22)

Gender: female

Relationship status: commom law

**Work experience**

|  |  |  |  |
| --- | --- | --- | --- |
| **Business place** | **Position** | **From** | **To** |
| Trini tech couriers | Administrative secretary | 2013 | 2014 |
| Baby world | Sales clerk | 2015 | 2016 |
| Nan cell phone accessories | Sales clerk | 2016 | 2017 |

**Education**

Valencia R/C primary school: 2000- 2008

Valencia secondary school: 2008-2013

**Special skills:** communication, cooking

**Hobbies:** watching television, interacting with people, communicating.

**REFERNECE**

Carla Allen Ryan Ruiz

Mother father

317-3790 359-3831

TO WHOM IT MAY CONCERN

Dear Sir/Madam

My name is Rayana Ruiz I would like to obtain the employment at your establishment. Making the most of my relevant skills and physical ability for the benefits of the customers. I would be in great favour of attending an interview at your earliest convenience.

Yours sincerely

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Rayana ruiz