***KaywanaDownes***

#24A Crichlow Street, Les Effort East, San Fernando, Trinidad.

653-8140, 334-3006, 471-9043.

Email: [downes.kaywana@gmail.com](mailto:downes.kaywana@gmail.com)

**Objective:**

As I move forward with my career I want to work for a growth-oriented company or service where there are tremendous opportunities for advancement.

**Employment Experience:**

March 3rd, 2016 – Present

Customer Service Attendant (Cashier)

**J.T.A Supermarkets Ltd**

Cross Crossing, San Fernando

May 27th, 2015 – August 2nd, 2015

Sales Team Leader

**J&K Signature Styles**

Gulf City Mall, La Romaine.

April 2013 –February 2014

Telephone Operator/ Dispatcher

**800-4TOW Auto Assist Ltd**

Canaan Rd, Bamboo Village, La Romaine

February 2010- December 2010

Administrative Assistant 1 (Contract)

**National Energy Corporation of Trinidad and Tobago**

Cor. Rivulet and Factory Rd, Couva.

May 2009- January 2010

Receptionist/ Telephone Operator (Contract)

**National Energy Corporation of Trinidad and Tobago**

Cor. Rivulet and Factory Rd, Couva.

2003- 2006

Sales Assistant

**Cache Urban Apparel**

Gulf City and Trincity Mall.

**Education:**

Mathematics

English A

Computer Literacy

**Currently Pursuing:**

* Associate Degree – Business Administration

**References:**

Available upon Request.