**Marissa Mc kini Andrew**

#54 Velasquez Road **Objectives**: Position as customer service

Guaico Tamana representative where I can utilize my

Via Sangre Grande communication and interpersonal skill while

E-mail: [marissaandrew19@hotmail.com](mailto:marissaandrew19@hotmail.com) providing customers with a high quality of

Telephone: 668-4305 (home) customer service experience.

296- 4525 (cellular)

**Summary of Qualifications**

2016 – Present College of Science Technology and Applied Arts of Trinidad and Tobago

(COSTAATT)

2010 – 2015 Guaico Secondary School, Caribbean Examinations Council Secondary Examinations Certificate (CSEC)

**Subjects**

English 2 Office Administration 2

Principles of Business 2 Mathematics 3

Principles of Accounts 3

Electronic Document Preparation and Management (EDPM) 1

**Certificate**

Commercial Food Preparation Level 1 (CSME)

**Skills**

Customer Service – Trained in time management, the Ability to multitask, Strong communication and negotiation skills and problem solving.

**Work Experience**

2015 – 2016 Customer service representative

Prestige Holdings LTD.

2016 Civilian Conservation corps

Culinary Arts

**Extra-curricular activity**

Secondary School: Red Cross member

**Reference**

Keisha Jackson

IQOR (employee)

275-2842