**ELAINE JOHNSON-LEE SAM**

Lot# 26 Patel Trace Cap-de-Ville, Point Fortin

Tel: 267-4705 or 289-7724

BD14996_

**Objective**

To assist the organization in meeting is deliverables and to contribute my skills and ability in helping the company to achieve its goals.

BD14996_

**Professional Qualifications and Enhancement Courses:**

* Asc. Business Management (currently pursuing at the UWI Open Campus Online)
* Certificate in Skills For The Automated Office (National Examination Council YTEPP)
* Certificate in Occupational Health and Safety (Tech-Safe Training and Consulting)
* Certificate in Junior Accounting (School of Practical Accounting & Accounting Services)
* Certificate in Introduction to Safety Management (Osha Academy)

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**Other academic accomplishments:**

* Caribbean Examination Council General Proficiency:

English Language Grade 3

Integrated Science Grade 3

Social Studies Grade 3

Principles of Business Grade 3

# BD14996_

# **Extra-Curricular Activities**

CVQ Level 1 General Cosmetology (awaiting certificate)

# **EMPLOYMENT EXPERIENCE:**

Gas Technician/Health & Safety Technician

Caribbean Safety Products Limited (CSP)

September-October 2006

Atlantic LNG Company of Trinidad and Tobago

Data Entry Clerk

Persads’s Investment Company Limited

September-December 2013

CSR/ Store Supervisor

Cheekie Chíc

Children Clothing Store

March 2015- December 2016

***References:***

Mr. Pete Carrington

Police Corporal (Retired)

Southern Main Road

Gonzales Village, Guapo

746-1943 / 648-4704

Mr. Marlon Mohammed

Secondary School Teacher

Bonasse Village Cedros

690- 1382

Mr. Rawlins Dickson

H.S.E Advisor

Atlantic LNG

Atlantic Ave, Point Fortin

280-6166