**Personal Information**

Name: Javan Griffith

Sex: Male

Age: 25 years

Address: Lot 5, Ebenezer Drive. Sou Sou Lands, Febeau Village, San Juan, Trinidad

Telephone No: 638-1623 (H)

Cell no: 770-6047

Email Address: Javangriffith.jg@gmail.com

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| --- | --- |
| **OBJECTIVE:** | A challenging Position within your company. |

My name is Javan Griffith, and I am a smart, diligent, and dedicated young man, who loves a challenge, and always tries to do everything to the best of my ability. It is my desire that I will be able to use my energies in such a beneficial way, that I not only add to your well establish company, but I also will learn a great deal about being a success, such as you have made yourselves. It is because of this, that I am applying to any relevant and ideally suited position within your company, one that will utilize my skills and allow me to grow and establish myself within your organization. I thank you for taking the time to read this resume, and I look forward to a favorable response.

**Education**

Attended

September 1994-July 2001 Barataria Anglican Primary School

September 2001- July 2006 Bourg Mulatresse Senior Comprehensive Secondary School

September 2006- December 2006 SERVOL Life Centre , El Soccoro

January 2007- July 2009 SERVOL Computer Training School, Barataria

September 2009 December 2009 - NEC Technology Centre, Laventille

**EMPLOYMENT BACKGROUND:**

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* January 2009- August 2010

*Art Framer*

Fine Arts Ltd,

Barataria

**Responsibilities:**

Preparing artwork and framing artwork. Preparing displays in art galleries, supplying finished products to customers

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* September 2010- November 2011

*Kids World*

Barataria, Tunapuna and St. James

**Responsibilities:**

Receiving and stocking shop. Opening and closing store. Giving oversight for the supervision of the shop. Sales to customers

* January 2012 to 2015

*City Drugs*

Pharmacy technician- Assisting pharmacist with identifying and sales of pharmaceutical drugs, cashing, cleaning and other related duties

● February 2015 to present

GQ / ZARA

Trincity mall

**Responsibilities** :

Cashing and attending to costumers and changing the look of the products or items in the store

**Qualification or Skills:**

I am very proficient in all computer based software and hardware, including Microsoft Office, the Internet and all associated applications. I have also been taught keen and effective communication skills. I am very organized and I like to think ahead, a fundamental characteristic form my nature and I am a friendly, sociable and reasonable young man. I am a very quick learner who enjoys take proactive steps that seeks to make not only make my job, but those of the people around me essentially better as well.

**References:**

* Roslyn Trim

Contact: 638-2631

* Roncellie Dixon

Contact: 624-5377(W) 751-2245(C)