#10 Piarco Old Road

D’abadie

[326-9438](tel:326-9438)

nnekaelie@live.com

N’neka Elie

23 y/o

N’NEKA ELIE

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| OBJECTIVE |  | My objective is to join this team and use every skill and ability that I have to aid in the growing of this company. I am a hard worker and everything I do I believe reflects me and my life objective is to be reflected well, thus my work is taking extremely seriously. |
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| SKILLS & ABILITIES |  | Over the years I have obtained many skill, whether it be from attending USC, an institution that “breeds” well rounded students or from life experiences. My skills and abilities are as listed.  Completed courses at USC that will be appreciated in this job are.  Time management.  Success and Career planning.  Communication skills.  Conversational Spanish.  Etiquette in the work place.  Computer Tools.  I also have a grade II in Office Administration (CXC)  Other skills and abilities include.  Multi-tasking.  Typing.  Managing.  Conflict resolving. (took a class)  Personality assessment.  Works excellent with others. |
| EXPERIENCE |  | **MANAGER OF X TREME GRILLERS**  July 2010 – September 2012  This job required me to open and close the store, keep check of stocks, make orders, fire and hire employees and to maintain conflict control.  **CASHIER AT EL PECOS RESTURANT (ARIPITA AVENUE)**  June 2015- August 2015 (Summer job)  This job required me to count stocks before and after my draw is mounted to the cashier, greet and serve each costumer with respect, cash lunches for 8 hour shifts and tally and submit my draw at the end of every shift.  **Manger of Omarie’s sports bar.**  This job requires me to hire and fire employees, check stocks and place orders, cash and serve drinks. |
| EDUCATION |  | **THE UNIVERSITY OF THE SOUTHERN CARIBBEAN**  BA in History with a Minor in English. |
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| LEADERSHIP |  | Youth Leader of Chin Chin S.D.A church for 3 consecutive years.    Founder of non-profitable organization that helps homeless woman by providing them with feminine products. |
| REFERENCES |  | **EARL ELIE**  Police Inspector  [720-9806](tel:720-9806)    **Grace Hudson**  Retired primary school teacher  [665-1954](tel:665-1954) |

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