**Curriculum Vitae**

**Personal Information**

Name: Gailann Goddard

Address: #135 Picton Settlement, Diamond village. San Fernando

D.O.B: 18th February 1984

Contact#: 1 868 296-8061 (cell)

1 868 653-3043 (home)

Email Address: [gailanng135@outlook.com](mailto:gailanng135@outlook.com)

**SCHOOL OF MODERN BUSINESS**

**CXC O’ Level’s**

* Mathematics 2
* English Language 3
* Human and Social Biology 3

**Certifications:**

Youth Training and Employment Partnership Programme

Skills For Automated Office

Excel Education Centre

Child Care

Excel Education Centre

Nursing Aid

Youth Training and Employment Partnership Programme

Child Care Attendant

Youth Training and Employment Partnership Programme

Cake Decoration

**Working Experience:**

**Establishment: Position Held: Time Frame:**

Wee Ones Child Care Centre Preschool Teacher 2009-2016

Toxic Boutique Store Sales Clerk 2008-2009

Fabric Land Sales Clerk 2007

Grannies Catering Service Supervisor 2006-2007

National Cinemas Cashier 2004-2005

Marché Catering Service Cashier 2003-2004

Grannies Catering Service Cashier 2002-2003

(based at MITTAL)

Thomas Catering Service Cashier 2002

**References**

Amma Murray

Teacher 1 Primary

Princes Town Roman Catholic School

Teacher (Reg. #81695)

Cell: 868 391-0541

Stephen Newton

Caribbean Welding Supplies Limited (CWSL)

Position: Coordinator

Work: 868 657-9323

Cell: 868 363-6710

GAILANN GODDARD

135 Picton Settlement,

Diamond Village,

Via San Fernando.

Trinidad West Indies

Dear Sir/Madam.

I am seeking for the opportunity to join the staff at your esteem establishment. My ability to adapt to situations in the working environment is very consistent and reliable. I am fully discipline, energetic, diligent, trustworthy and able to cope with difficult situation as they arise.

I am prepared to work hard to enhance my qualification in this field.

In this document I have shown all my qualification in which I have obtain over my journey, I have also include references which I assure you will provide you with all the information on my character and ability.

I would take this time to thank you for your patients, time and consideration. I would look forward to a favorable response at your earliest convenience.

Sincerely,

Gailann Goddard