RESUMÉ

NAME: JALON GILBERT

ADDRESS: LP# 63 MOTTLEY TRACE, PINTO ROAD, ARIMA.

CONTACT: E-MAIL: jalongilbert@gmail.com

PHONE: +1-868-739-7498

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**Date of Birth:** March 17th 1996.

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**Objective**: The opportunity for employment in an institution where I can garner knowledge for the utilization of my developmental skills to reach my full potential.

**Strengths:** Effective Communication Skills: Articulate communicator with

appreciation for the different communication styles required when working with other team members.

Honest and Reliable: Strong morals and ethics, honesty, reliability and ability to undertake tasks responsibly.

Flexible: Comfortable in changing environments and situations, ensuring my ability to remain flexible and adaptable at all times

**Skills:** Computer Skills - Operating systems: Microsoft Windows XP and

Macintosh Leopard

Programs: Proficient in Microsoft Office Suite (e.g. Word, PowerPoint, Excel) Macintosh (e.g. iMovie, iDVD, iWeb, GarageBand, FrontPage)

Web Design: Trained in effective and functional design and coding

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**Education:** University of the West Indies September 2015-Present

**Current pursuits**: BSc in Mechanical Engineering

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**Work:** Swissport/ Caribbean Airlines: 2016-2017

**Experience:** VIP Lounge Attendant

(Summer Employment) **……………………………………………………………………………………………………..**

**Education**: St. Mary’s College September 2008-July 2015

**Qualifications:** CXC CSEC Additional Math Gen. Grade 1 Yr. 2013

CXC CSEC Chemistry Gen. Grade 2 Yr. 2013

CXC CSEC English A Gen. Grade 2 Yr. 2013

CXC CSEC English B Gen. Grade 2 Yr. 2013

CXC CSEC Geography Gen. Grade 3 Yr. 2013

CXC CSEC Mathematics Gen. Grade 1 Yr. 2013

CXC CSEC Physical Education Gen. Grade 2 Yr. 2013

CXC CSEC Physics Gen. Grade 1 Yr. 2013

CXC CSEC Spanish Gen. Grade 2 Yr. 2013

CXC CAPE Caribbean Studies Adv. Grade 2 Yr. 2015

CXC CAPE Chemistry (Unit 1) Adv. Grade 2 Yr. 2015

CXC CAPE Chemistry (Unit 2) Adv. Grade 2 Yr. 2015

CXC CAPE Physics (Unit 1) Adv. Grade 2 Yr. 2015

CXC CAPE Physics (Unit 2) Adv. Grade 2 Yr. 2015

CXC CAPE Pure Mathematics (Unit 1) Adv. Grade 2 Yr. 2015

CXC CAPE Pure Mathematics (Unit 2) Adv. Grade 2 Yr. 2015

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**Achievements:** Secretary of Form 6 Prefect′s Body and Management Team: 2014-2015

St. Mary′s College Sixth Form Dean′s Assistant: 2014-2015

Head of St. Mary′s College Film Club: 2013-2014

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**References:**

Mr. Enrico Rajah

Dean of Discipline and Studies Form 6

St Mary′s College

Work: 1-868-623-8835

Cell: 1-868-745-4391

E-mail: [dean6@stmarys.edu.tt](mailto:dean6@stmarys.edu.tt)

Mr. Roger Carrington

Engineer

Ministry of Foreign and CARICOM Affairs

Cell: 1-868-789-7465

E-mail: [rogercarrington@gmail.com](mailto:rogercarrington@gmail.com)

Mr. Daryl Hosein

Supervisor VIP Lounge

Caribbean Airlines

Piarco International Airport

Cell: 1-868-319-500