**Micheal Edwards**

Lot 307 Paul Castillo Place

Malabar Phase 4

Arima

382-0078 mikey[.edwards@yahoo.com](mailto:edwards@yahoo.com)

**Profile**

Proficient in Customer Service Skills

Team player that enjoys collaborating with diversely talented colleagues

**Education**

**El Dorado East Secondary School**  El Dorado

*2008-2013*

**CXC Certificate** Mathematics III English III

Social Studies II Principles of Business II Human and Social Biology III

**University of the West Indies** St. Augustine

*September 2016 to Present*

Bachelor of Education Primary General

**Tertiary Achievement**

Certificate in Early Childhood Care and Development

Includes six-week internship at UWI Family Research and Child Development Centre

**Work** **Experience**

**Digicel Trinidad & Tobago Limited** 11c Maraval Rd, P.O.S

November 2016 to Present

**Direct Sales Agent**

Responsible for delivering packages to customers in a timely manner.

Accountable for basic troubleshooting of devices.

Responsible for addressing customer queries and ensuring excellent customer service.

**Intercept Security Limited** Piarco Int’l Airport

January 2014 to November 2016

**Aviation Security Agent**

Accountable for general safety, passengers and their corresponding baggage.

**Achievements**

Certificate in First Aid Training

Certificate in Aviation Security Screener Baggage Training

Certificate in Defensive Driving

Certificate in Professional Bartending

**Computer** **Skills**

Microsoft Word Microsoft Excel Microsoft Publisher Microsoft Presentation

**References**

Mr. Michael Smith Ms. Dianne Phillip

Supervisor Administrative Director

Digicel T&T Limited UWI Children Centre

353-2185 662266