**OBJECTIVE**

To work within a team oriented job that will allow me to progressively develop the skills acquired to succeed in the world of work diligently.

**EXPERIENCE**

ELECTIONS AND BOUNDARIES COMMISSION (OJT) May 23rd 2016 –June 28th 2017

Clerical Worker

LAND SETTLEMENT AGENCY (OJT) June 28th 2015 -May 22nd 2016

Clerical Assistant

Business Operations Assistant

DIGICEL HEAD OFFICE April 2015- June 2015

Call Centre Agent

DIGICEL DEALER STORE (CUREPE) December 2014 – January 2015

Customer Service Representative

**EDUCATION**

ST. CHARLES HIGH SCHOOL 2009-2014

CSEC Level

English (3)

Mathematics (3)

Principles of Business (3)

Information Technology (3)

SCHOOL OF BUSINESS &COMPUTER SCIENCES 2016

OSHA – General Industry (TT OSH Act) Training (Certificate)

CIPRIANI COLLEGE OF LABOUR AND CO-OPERATIVE STUDIES

Currently pursuing my Associate of Science Degree in Occupational Safety , Health & the Environment.

**SKILLS**

Computer Literate

Dependability

Multitasking

Dedicated

Determined