**CURRICULUM VITAE**

**KATHY-ANN PHILLIP**

**Date of Birth : 27th September 1972**

**Address : 43 Geranium Drive, via Coconut Drive, Morvant**

**Contact Nos. : 681- 8683/626-2176**

**EDUCATIONAL BACKGROUND & TRAINING:**

**Malick Secondary – 1985 to 2016**

* *Mathematics - I (Basic)*
* *Social Studies - III (General)*
* *English - II (General)*
* *Principal of Accounts - II (General)*
* *Principal of Business - II (General)*
* *Electronic Document Preparation Management - III (General)*
* *Office Administration - ll (General)*
* *Sital College of Tertiary Education –* ***ongoing*** *Masters of Business Administration (MBA)*
* *Trinidad and Tobago Hospitality and Tourism Institute - Associate Degree in Culinary Management*
* *Institute of Training and Development – Certified Executive Assistant*

**WORK EXPERIENCE:**

***North West Regional Health Authority - St James District Health Facility***

*February 2009 – Presently - Practice Supervisor/ Unit Coordinator*

***Hi-Lo Food Stores Westmall***

*October 2008 – January 2009 - Cashier*

***Patraj Roti Shop Limited***

*April 2002 – May 2008 - Cashier*

***Inland Revenue Division***

*1991 – 1992 - Temporary Vat Officer*

***Customs and Exercise Division***

*1989 – 1990 - Temporary Customs Clerk*

***Elections and Boundaries Commission***

*1988 - 1989 - Temporary Elections Clerk*

**REFERENCES:**

*Mr. Ronald Rampaul (CME Foreman) – North West Regional Health Authority*

*Ms. Simone Mayers (Clerical Assistant) – North West Regional Health Authority*

**INTERESTS & ACTIVITIES:**

* *Catering*
* *Playing Steel Pan*
* *Lawn Tennis*
* *Reading*

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