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| Tyeesha Alexander |

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# Objective Summary

A hardworking and ambitious student who is driven and meets strict deadlines towards tasks given.

# Education

St Joseph’s Convent San Fernando 2011-2016

* Mathematics- Grade 1
* English A- Grade 2
* English B- Grade 2
* Geography- Grade 3
* Principles of Business- Grade 1
* Music- Grade 2

# Skills & Abilities

**Relevant Skills**

* Effective Time Management
* Ability to work according to the given schedule
* Ability to work in a busy environment
* Remain calm worst situations
* Meets deadlines
* Courteous and polite behavior with customers
* Ability to interact briefly and affectively with a customer in a pleasant manner
* Ability to deal with multiple customers at the same time

**Personal Skills**

* Excellent Manners
* Good written and verbal skills
* Good convincing power
* Excellent communicator
* Excellent and effective computer user
* Knowledge of MS Excel and MS Word
* Polite Behaviour
* Great Team Player

# Hobbies and Interests

* Playing the Steelpan
* Reading Novels
* Playing Football
* Singing

# References

Allister Hankey- Supervisor at IPSL

Contact Number- 3108196

Deborah John- Assistant Manager at EatIt

Contact Number-7037597

Jonathon Achaiba- Teacher at St Joseph’s Convent San Fernando

Contact Number- 7514038