

LATISHA OLIVIERRIE

latishaolivierrie@gmail.com / latishaolivierrie@yahoo.com Lt#6 Caribbean Court, Red Hill, D’abadie

Age:22 Years

1-868-769-8445

OBJECTIVES

To be well balanced in life, and part of an organization that adds value to the nation, through the goods or services they provide.

EDUCATION

St Martin’s Girls High School

2012 Caribbean Examination Council

• Physical Education (1)

• Mathematics (2)

• English A (2)

• English B (2)

• Social Studies (2)

• Human and Social Biology (2)

• EDPM (2)

• History (3)

Downers Educational Institute

2013 Caribbean Examination Council

• Human and Social Biology (1)

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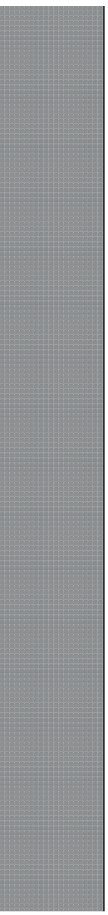
• Biology (3)

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• Physics (3)

COSTATT

Current



EXPERIENCE

Cotton Tree Foundation | Cascade, St Anns, Port of Spain

Volunteer Teacher’s Assistant

Rolley Data Systems | Dundonald Street, Port of Spain

Administrative Assistant (1) 2014 - 2015

Ecliff Elie Designs Ltd | #32 Rosalino Street, Woodbrook

Operations Co-ordinator

SKILLS

Computer Literate - possess a working knowledge and proficiency in all Microsoft suites.

Strong communication and time management skills, good sense of situational awareness, ability to identify and troubleshoot potential problems while executing assigned tasks, genuine readiness to assist and quick at acquiring work essentials.

HOBBIES

• Cricket

• Hiking

• Swimming

• Hairdressing

PERSONAL ACCOMPLISHMENTS

• Female cricketer of the season award - CXC Physical Education (2012)

• Captain of St Martin’s Girls High School cricket team (2012)

• Senior school prefect (2011 - 2012)

• Basic Windows 7 & Microsoft Office 2010 Certificate - YTEPP (2011)

REFERENCES

Helen Charles: 1-868-669-7541

Managing Director, Seabreeze Catering Ltd

Gail Bleasdel: 1-868-753-5399

Teacher

Rachel Grant: 1-868-779-8374

Operations Manager Ecliff Elie Designs Ltd