**OBJECTIVES:**

A focus individual, who is methodical when undertaking assignments, meets deadlines and always performs to the best of their ability. A team player, who is reliable and supportive, and thrives in a fast paced environment.

**EDUCATION:**

2011-2017

**COLLEGE OF SCIENCE TECHNOLOGY AND APPLIED ARTS OF TRINIDAD AND TOBAGO (C.O.S.T.A.A.T.T.)**

Bachelor of Science in General Nursing.

1999-2000

**OPEN BIBLE HIGH SCHOOL**

Six (6) - Caribbean Examination Council (CXC) O’ Levels

* English A
* Mathematics
* Social Studies
* Principles of Accounts
* Principles of Business
* Office Procedures

**TECHNICAL COMPETENCIES:**

Proficient in Microsoft Office Suite: Advanced Word, Access and Excel

**WORK EXPERIENCE:**

2007-2010

Gasparillo Secondary School

**Position:** Clerical Assistant

2006-2007

JTA Supermarket Limited

**Position:** Cashier

2004-2006

Fashion Fusion Limited

**Position:** Sales Clerk

**References:**

Mr Everol Joseph

Teacher

Gasparillo Secondary School

Contact: 475-7650

Ms Esther Ashton

Cub Scouts Leader

Gasparillo Primary School

Contact: 322-7138