**Objective:**

Obtain a rewarding position that offers growth and advancement.

**Education:**

New York City College of Technology, Brooklyn, New York

Bachelor Degree in Human Services Anticipated Graduation December 2015

Clarence Fitzroy Bryant College, Basseterre, St.Kitts

Diploma/Associate Degree in Business Studies 2001-2003

**Work Experience:**

Catholic Charities, Brooklyn, New York 2009-Present

Resident Counselor

* Supervise and assist clients with their Activities of Daily Living (ADL) skills.
* Oversee the health, safety and well being of each client.
* Ability to work effectively with a team-oriented environment.
* Responsible for other duties as assigned.
* Supervise a 10-bed residence.
* Plan weekly recreational trips.

Ram’s Smoke & Booze, Basseterre, St.Kitts 2002-2009

Sales Representative

* Checked in route return products.
* Assisted in performing annual physical inventory.
* Developed and implement special sales activities to reduced stocks.
* Performed store upkeep functions to maintain visual presentation of store.
* Operated cash register, performed daily check out procedures, bank deposits.
* Created promotional events to boost sales.
* Listen and communicating with customers.

**Training:**

Authorized Medical Administrative Personnel (AMAP), Strategy for Crisis Intervention Prevention (SCIP), Cardiopulmonary Resuscitation (CPR), First Aid