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|  | **Desina Woi**  **Bladinir Estate, Port Vila**  **Phone: 7316896/5033184**  **E-mail: desinatarijo@gmail.com** |

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|  | Objectives   * As young woman, my interest is to find a suitable carrier, and also be part of any convenience sector and to help myself, community, society and the nation as a whole.   Profile  I am an undergraduate student at the University of the South Pacific (USP) about to graduate with a Bachelor of degree in Tourism Management, Management and Public Admin. I am a very well organized person and hard working. Also a punctual person who has good communication skills  and a good team player who is  devoted in any carrier that I will persuade in the near future. I have built up my professionalism throughout my study at the University.  Skills  These are the skill i have gained throughout my three years of study  • I am a resilient person and strategic thinker  • I am a critical and ethical thinker and also a person willing to learn from others.  •   The ability to work and integrate with teams, leading, sharing ideas, identifying and solving problems, setting and achieving goals.  • Ability to work hard and get work done according to the time scale and also follow the rules and instructions given.  • Ability to adapt in whatever environmental situations, since we are living in a changing world.  I also believe my strongest assets are my strong interpersonal skills which are honesty, self-discipline, reliability, trustworthiness, and respect for others, adaptability, perseverance and the desire to learn from experience personal to develop the highest standard possible.  Employment  Enumerator, Volunteer, **Save The Children,** ( May 24- June 11, 2021)  Under the Safe School Program & First 1000 days Program.   * Data Collection * Communication Skills * Locate Sample Members * Household Survey * Conduct Interviews with respondents * Record responses as instructed * Comply with the requirements necessary for conducting a successful interview   Part- Time Admin support, **Sky Consulting** ( April 20- May 20, 2021)   * Receive and respond to emails * Answering Calls and Returning Clients calls * Maintain communications with sky consulting Clients * Organize logistics for Sky Consulting enumerators and consultants * Prepare invoice and submit to Sky consultant clients   **Secretary Voluntary (September 2020 –December 2020)**  **Japan Pacific Alumni Association**   * Schedule for meetings and arrange for venues * Take meeting minuets and report to the Executive Members * Writing reports on whatever activities done by the association * Help out with the activities or events host by the association   **Education**  Bachelor Degree, ( Incomplete)……………………………………………………………….2021  University of the South pacific  South Pacific Form Seven Certificate …………………………………………………………2013  Matevulu College, Luganville, Santo  Pacific Senior Secondary Certificate ……………………………………………………….....2012  Matevulu College, Luganville, Santo  Junior Secondary School Certificate………………………………………………………….. 2010  AmbaeBulu Junior Secondary School, Ambae  **Achievements**  JENESYS Certificate of Participation ………………………………………………………….2020  Suva  JENESYS Certificate of Recognition for Best Report………………………………………..2019  Suva  Basic First Aid Certificate ….…………………………………………………………………..2019  Suva  **Referees**  Ms. Elisha Bano  The University of The South pacific  Tel: (679) 323 1842  Email: [elisha.bano@usp.ac.fj](mailto:elisha.bano@usp.ac.fj)  Ms. Neneth Garae  Sky Consulting  Mobile: 7114416  Email. [Skyconsulting2@gamil.com](mailto:Skyconsulting2@gamil.com)  Marie Keiruan  Data Collection Team Lead  PMER Officer  Vanuatu Red Cross Society  Tel: 5431678  Email: [pmer.officer@redcrossvanuatu.com](mailto:pmer.officer@redcrossvanuatu.com)  Shantony Moli  Save the Children  Safe school Program Manager  Tel: 5447215  Email: shantony.moli@savethechildren.org.au. |