**Curriculum Vitae**

Sex: female

Island of origin: Pentecost /Makira

Citizenship: Vanuatu

Education Background:

|  |  |  |  |
| --- | --- | --- | --- |
| Level | School | Year | Qualification |
| Primary | Ecole D’anabrou | 1994-2000 | Ecole primaire certificate |
| Secondary | Vila City College  Tebakor College | 2003-2004  2005-2006 | Year 9- year 10 certificate  Year 11- Year 12 |

Certificate and Achievement

|  |  |  |
| --- | --- | --- |
| Certificate | school | year |
| Certificate in Application of accounting Processes & principles of joint ownership | Tebakor College | Feb 2006-Dec 2006 |
| Certificate in level 1 book keeping | Tebakor college | Feb 2006- May 2006 |
| Certificate in personal accounting in everyday life | Tebakor college | Feb 2006-Dec 2006 |
| Certificate in financial accounting & reporting business activity | Tebakor college | Feb 2006- May 2006 |
| Certificate in accounting process | Tebakor college | June 2006- July 2006 |
| Financial accounting & reporting Business activity | Tebakor college | Feb 2006- May 2006 |
|  |  |  |

Work Experience

* 03rd May 2009 – started working at Digicel Customer Care until July 2015.

Training and accomplishment

* May 2009- June 2009 was given call center and customer care training by digicel
* 2010 attend blackberry training and other handsets training
* June 2014 was given Call center team leader and customer care technical training.

Capabilities

* Able to use email
* Able to use phone
* Able to type fast while on the call
* Able to use excel
* Able to use Microsoft office

Language Spoken

* Read and write both English and French
* Read and write in bislama

Hobbies

* Reading and listening to music

References:

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