**CURRICULUM VITAE**

Name : Felisha Julas

Gender : Female

DOB : 29/11/94

Island : Tanna

Nationality : Ni- Van

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Email :fejulias02@gmail.com

**EDUCATIONAL BACKGROUND**

2014- 2017– University of the South Pacific, Emalus campus

* UU114 English for academic purpose
* UU100 communication& information Literacy
* Af101 intro to Accounting and financial management part 1
* Af102 intro to Accounting and financial management part 2
* LLF11 communication& study skills
* MAF12 foundation mathematics B

Onesua college - Year 2012 - 2013

* Accounting
* Geography
* History
* English
* Mathematics

 Tafea college-Year 2011- 2010

* Accounting
* Geography
* History
* English
* Mathematics

 Ienaula junior secondary school- Year 2009- 2006

 -English, Mathematics, French, Basic science, social science, Agriculture, Religious Education

**QUALIFICATION**

USP Academic Transcript - Emalus campus

Year 13 SPFSC Certificate - Onesua College

Year 12 PSSC Certificate - Onesua College

Year 10 Certificate - Ienaula junior secondary school

**Casual Employment**

Resilience Officer- Care International 24 August to September 2020

* Consult CDCCC Members for TOT Training
* Prepare Budget Holder
* Prepare Purchase order
* Printing,Photocoping and scanning
* Training in Foundational Leadership

Field Officer - Ministry of health May 2018 to March 2019

* Responsible for field releasing of adult mosquitoes
* Performed other duties as directed by the supervisor or team lead
* Support other Public health Services as directed

Volunteer -Red Cross (march 2018)

* Assessment and distribution of tarpaulins to affected household (Pentecost island)
* Entering data in Microsoft Excel

Casual office assistant - May ending in October (2017)

* General administrative duties
* Photocopying, typing, filling, scanning transcript audio files and withdrawing money from Bank
* Entering financial data into Microsoft excel

**Work Experience**

* working at Au Bon Marche - December – January (2016)
* Repacking
* Stocktaking
* Customer service

**Intern 26 august 2019-october 2019- KOBLE Inc (kolisen Blong Leftemap Education)**

-administration and finance duties

-Programing/ logistics

* Organized training and workshop
* Withdrawing money from banks
* Acquitted receipts and make payments
* Research skills
* Preparing cheques

**Young Womens Leadership Program**

**Trainings 2019-2020**

* Project Proposal in stopping Violence
* Leadership Training
* Facilitation Skills
* Basic Budgeting
* Good Relationship Free from Violence
* Feminism
* Social Media and Advocacy
* Gender Equality
* Preparing Budget

**OTHER SKILLS**

-Computer literate - organization skills - reporting skills - processing transaction

-Time management communication skills.- problem solving

**OTHER ACHIEVEMENT**

2013 - Received a certificate of achieving a GPA of 3.0- 4.5 in overall academic in semester one
 - awarded a certificate of outstanding performance in year 13 SPFSC Accounting
 2015- 2016 – received a certificate of appreciation from AU BON MARCHE for holiday job.

2018- Received a Certificate of being volunteer in Red Cross

2018- received certificate of participation in child Protection

* Certificate of Basic First Aid

-Attend the Training of Emergency Response operation and Cash Transfer, (Red cross)

**HOBBIES AND INTEREST**

* Chatting
* Playing volleyball
* Chatting in internet

**Referees**

1.Shirley Abraham
National Coodinator
koalisen blong leftemap Education
Porducei behind VANSEC, Cathedral Road
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2.Kathy Solomon

Consultant

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3.Timothy Quai

World Mosquito Program

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4.Lana Takau

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5.Jelson Naparau

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