####  Kelly Simelum

**Melemaat Village Kellyedwardsimelum@gmail.com Mob#: 7356428 DOB: 08/02/98 Age: 24**

 **Religion: Seventh day Adventist**

**Objective:**

A keen learner that works relatively well with others and has attained some worth full skills in molding herself to be trust worthy, reliable and mature. And at the same time wants to learn more new things, to motivate me in my future career.

**Work Experience:**

* Office Administration
* Registration and Data Entry officer.

**Education:**

University of the south pacific (Foundation Program) 2017

* Accounting
* Economics
* Math’s (Maf12)

**Senior level**

Onesua Presbyterian College

* Year 13 2016

Epauto SDA secondary school

* Year 11 & 12 2014 - 2015

**Secondary level**

Onesua Presbyterian College

* Year 9 & 10 2012 - 2013

**Pre School**

Melemaat Primary School

Kindergarten – Year 8

 **Certificate Gain**

* Year 8 Leaving Certificate
* Year 10 Leaving Certificate
* Year 12 Leaving Certificate
* Year 13 Leaving Certificate

**Other Achievements**

* Year 13 3rd Place In Economics 2016

**Training:**

Introduction to disaster Management 2018

**Language:**

-My own mother dialogue

-Bislama

-English

**Additional skills**

* Team work
* Communication skills

**References:**

Graham G Kalmar, PRINCIPAL

Onesua Presbyterian College

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MINISTRY OF HEALTH

SUPERVISOR OF REGISTRATION AND DATA ENTRY

MR CHRISTOPHER GAUTHIER-COLES

MOB# 7114568