

Tina Kaloris

Paunagisu Village
North Efate

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OBJECTIVE

To apply skills and knowledge gained from studies in the field of office administration and Teaching.

PERSONAL DETAILS

Date of Birth: October 12, 1993

Sex: Female

Marital Status: Single Parent

Home Island: Efate

LANGUAGE SPOKEN AND WRITTEN

English and Bislama

EDUCATION

2017 USP Emalus Campus
- Semester 1 – MG101

Port Vila, Efate

2016 USP Emalus Campus
- Semester 1 – Uu114
- Semester 2 – Uu100

Port Vila, Efate

2015 USP Emalus Campus
- Semester 2 – LLF 11

Port Vila, Efate

2013 – 2014 Vanuatu Institute of Technology

Port Vila, Efate

<ul style="list-style-type: none"> - High Vocational Certificate in office Administration 	
<ul style="list-style-type: none"> 2010 – 2012 Neil Thomas Christian University - Year 12 Certificate 	Port Vila, Efate
<ul style="list-style-type: none"> 2005 – 2009 Onesua Presbyterian College - Year 10 Leaving Certificate 	Onesua, North Efate
WORK EXPERIENCE	
<p>April – Dec 2019 SWP Seasonal Worker</p>	Australia
<p>Jan, 2017 Reserve Bank <i>Filing Clerk</i></p> <p>Official clerical duties and other things</p>	Port Vila, Efate
<p>Aug – Dec 2016 Vila North School <i>Trainee Teacher</i></p>	Port Vila, Efate
<p>Aug, 2014 Department of Finance <i>Filing Clerk</i></p> <p>Official clerical duties and other things</p>	Port Vila, Efate
INTEREST	
<p>Reading</p> <p>Church administration duties</p> <p>Learning new skills</p>	
REFREES	
<p>Andrea Molisa Reserve Bank of Vanuatu Telephone: +678 23333</p> <p>Lorna Jacobe Corporative Service Manager</p>	

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