**CURRICULUM VITAE**

*Nathaline Faith Deterville*

1654 Housing Scheme Perseverance, East Bank Demerara, Georgetown Guyana.

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**EDUCATION:**

* Pre-med graduate from Texila American University (Aug 2020)
* Sir Arthur Lewis Community College (September 2013- June 2015)

 Unit 1 GPA- 2.81

Unit 2 GPA- 3.25

Associate Degree in General Studies (Biology, Environmental Science, Spanish)

 Monroe College Jumpstart Program; grade B in Public Health (2-month program 2013)

* Leon Hess Comprehensive Secondary School (2008-2013)

CXC Results 2013:

English- 1

Mathematics- 3

Spanish- 2

Biology-2

Chemistry- 3

Physics-3

Electronic Document Preparation Management- 2

Theatre Arts- 2

CXC Results 2017 (private candidate):

Mathematics- 2

Chemistry-3

Physics-3

* Carmen Rene Memorial School (2001-2008) - Common Entrance grade; 77

**EXPERIENCE**

* Currently a student at Texila American University.
* Currently an independent medical assistant to the elderly.
* Worked as an administrative assistant at Cerulean Inc (August- October, 2023). Responsible for preparation of office inventory, scheduling of events and meetings using carlendly, client outreach and cold calls, organization of training supplies and logistics, preparation of thank you emails, flyers, surveys, catalogs and invitations.
* Worked as a night shift geriatric care giver at Demerara Paradise Nursing home (December 2019-June 2022)- Responsible for nightly living assistance, nutrition and administration of medicine for the elderly.
* Volunteered at Camp KAYUKA 2019. (July 22nd -25th and July 28th -31st, 2019)-Responsible for assistance of juniors and senior campers and team building sessions and ice breakers.
* Bonne Terre Preparatory School Ltd. (April 2016- February 2019)- *Full- time Spanish Teacher.* Responsible for teaching Primary and Secondary School students Spanish, assistant teacher in the Toddlers Department and general assistance with Library and Physical Education.
* LUCELEC, Main Office, Sans SouCi – *Full time summer job* August- September, 2011. Responsible for re-assembling company history and updating sponsorship and donation databases in the Corporate Communication Department.
* Caretaker of Ms. Judith Emily Auguste (deceased at 92) - *summer job* July- September, 2013. Responsible for cleaning, cooking, feeding and nursing.
* LUCELEC, Cul-De-Sac Power Station- *Full time summer job* 1st July- 31st August 2014. Responsible for updating several Street-lighting and Customer Service Databases, filing, Field work in the Transmission and Distribution Department.
* The Gros-Islet Parish Presbytery*- Full time summer job* 3rd -31st August, 2015. Responsible for entering all weekly transactions in their appropriate ledger, Making Finance committee task deadlines, preparation of the weekly newsletters.

**HONORS**

* Winner of a five-year terminable scholarship from LUCELEC upon graduation from the Carmen Rene Memorial School.
* Graduated from Monroe College JumpStart Program (2013) with a Certificate in Public Health under the teaching of Marlon Ragunanan.
* HSI certified First Aid & CPR responder

**LANGUAGES & SKILLS**

* Spanish- Advanced Proficiency
* Sales and People Skills
* Computer and data entry skills
* Corporate communications and management skills
* Baking and pastry proficiency