**EDUCATION:**

* **B.S. in Accounting, John Brown University, Siloam Springs, AR**

Expected Graduation: May 2019

Award: Full Academic Scholarship (Walton International Scholarship Program)

* **Associates Degree in Business Studies (Business Management/Accounting), May 28, 2011**

Stann Creek Ecumenical Junior College, Dangriga, Belize, C.A.

* **High School Diploma, June 2009**

Stann Creek Ecumenical High School, Dangriga, Belize, C.A

**WORK EXPERIENCE:**

* **Payroll/Accounts Clerk, June 25, 2012- August 8, 2015**

Agricultural Development & Services Limited, Hope Creek Village, 8 Mls. S.C. Valley Rd.

Key Responsibilities included: quick books bookkeeping and spread sheets reporting, payroll preparation, tax preparation, deposits, inventory taking, filing, petty cash control, accounts payable, purchase orders

* **Inspection Assistant (Community Service), Inspection Department, Dangriga Town Board, April 2010**
* **Office Assistant (2 weeks Internship)**, **Citrus Products of Belize Limited, Pomona, November 25- December 6, 2009**

Duties Included: dispatching, record-keeping, filing, and document sorting

**ACHIEVEMENTS:**

* **A Second Associates Degree from CXC in Business Studies (9 CAPE Subjects), 2011**
* **Individual Subject Award for Top Performance in Accounting for the country of Belize, Accounting CAPE Unit I, 2010**
* **Certificate of Excellence for Outstanding Performance in 11 CXC Subjects, 2009**

**EXTRACURRICULAR:**

* **District Secretary, April 2011 to June 2015**

Pentecostal Church of God Youth Ministries, South Districts, Belize C.A,

* **Sunday Bible School Teacher for kids**, **April 2013 to August 2015**

Rocio De Hermon Pentecostal Church of God, Stann Creek, Belize, C.A.,

**LANGUAGES:** Spanish and English