

12 Rockville Lane
Pembroke HM 06
Bermuda

Phone (441) 333-4433
E-mail
lisamariaburgess@gmail

Lisa- Maria Burgess

Objective	To learn, grow and excel
Work experience	<p>June 06-Feb 08 P-tech/M3 Department</p> <p>Retail Executive</p> <ul style="list-style-type: none">▪ Activate cellular accounts▪ Month end spreadsheets of payments, hardware and activations▪ Provide information, deal with queries, ordering and restocking shelves <p>July 01-April 06 Cellular One</p> <p>Sales Associate</p> <ul style="list-style-type: none">▪ Provide cell phone programming and maintenance▪ Customer follow ups and feed backs▪ Handling cash transactions and daily closing out
Education	<p>Sept 94-May 98 Bermuda College</p> <ul style="list-style-type: none">▪ Business Law I and II▪ Accounting I and Book keeping I and II <p>Sept 93-May 94 Warwick Community School</p> <ul style="list-style-type: none">▪ Introduction to Computers▪ Typing Lotus 123 <p>Sept 82-June 94 Mount Saint Agnes</p> <ul style="list-style-type: none">▪ GED
Military & Community Services	<p>May 04-currently serving Bermuda Regiment</p> <ul style="list-style-type: none">▪ Sergeant - Regimental Police <p>Sept 00-May 04 Bermuda Police Service</p> <ul style="list-style-type: none">▪ Police Constable – Police Reserve Division
References	<p>Paul Rodrigues (included)</p> <p>Mrs. Yola Hardtman Key Tech Billing Mgr. tel (441)300-0602</p> <p>Mr. Michael Richardson Capital G Bank Security tel (441)505-6670</p>