



CHELSI MUDIE

CV and Attached Documents



Hardworking, Team player, Punctual and Multilingual.

CHELSI MUDIE



CHELSIMUDIE@HOTMAIL.COM



+1(868)739-5772

ABOUT ME

I am a degree pursuing, qualified EFL teacher. I enjoy using my creativity to produce stimulating lessons to inspire and engage a class. I believe that everyone should have the right to an education. It brings me joy to be part of this education process. I work well in a team and can communicate effectively at all levels and ages.

HOBBIES

Dancing, Singing, creating riddles, Travelling, Cooking

EDUCATION

PUBLIC SECTOR MANAGEMENT WITH LAW 2023-PRESENT (PART TIME) BSC

University of the West Indies St Augustine

University of The West Indies St Augustine Campus-Certificate in Public Administration (CPA)September 2021 to August 2022

A Study of Industrial Relations, Ethics, Integrity and Corruption within the Public Sector, Issues in Caribbean Public Administration, Human Resource Management, Organization Theory and Behavior I, Organization Theory and Behavior II, Introduction to Public Sector Management,

*Introduction to Social Psychology, Introduction to Political Philosophy, Introduction to Political Institutions and Analysis, **Universidad de La Sabana Colombia-Certificate in Spanish** 1/10/2020- 14/12/2020.*

South-West Regional Health Authority

“Certificate in Participation in the Customer Service Workshop” 3-4/4/2017

University of West London

London College of Music Examinations Distinction in UWL UWLQ Level 1 in Graded Examination in Theory of Music 2015-2016 Bishop Anstey High School and Trinity College East Sixth Form CAPE Advanced Proficiency Diploma

*French (Lower and Upper Level), Management of Business (Lower and Upper Level), Accounting (Lower and Upper Level) Caribbean Studies (Upper Level), Communication Studies (Low Level) **Bishop Anstey High School East Certificate in Business Studies and CXC Subjects Certificate.** 2008-2013*

EMPLOYMENT

Private English Bible Studies Tutor 2013 - 2024

Private Spanish Tutor 2024

***Clerk II 2024 Ministry of Planning and Development
Accounts Department***

***Clerk I 2023 Ministry of Planning and Development
General Administration***

***Clerk I 2021 Ministry of Planning and Development
Technical Cooperation Unit***

PERSONAL DETAILS

*DATE OF BIRTH: 4th April
1996*

MARITAL STATUS: Single

NATIONALITY: Trinidadian

*LANGUAGES SPOKEN:
English, French, Spanish*

Clerk I 2019 Ministry of Planning and Development

Human Resource Management Division

*Manager/Sales Representative 2017-2019 Pasarela (Spanish speaking
Company)*

*Clerical Assistant (OJT) 2015-2017 Freeport Health Centre-Southwest
Regional Health Authority*

REFEREES:

Daniel Ram –

+1(868) 351-4409

Chantelle Fernandes-

+1 (551) 399-6413

Anisa Smith-

+1(868) 756-4545, +1(868)

350-9912, +1(868) 777-0352



THE UNIVERSITY OF THE WEST INDIES

Chelsi Renée Audie

having completed the Course of Study approved
by the University and having satisfied the
Examiners, has this day been awarded by the
Senate the

CERTIFICATE IN PUBLIC ADMINISTRATION

July 1, 2022

DATE

VICE-CHANCELLOR

UNIVERSITY REGISTRAR

This Document is not valid unless it bears the University's seal



El futuro
es de todos

Gobierno
de Colombia



Universidad de
La Sabana

Certifica que *Has certified that*

Chelsi Renee Mudie

Cursó ciento diez (110) horas del NIVEL BÁSICO
(A2 del MCER) en el Programa de Español

*Has studied one hundred and ten (110) hours of BASIC LEVEL
(A2 of the CEFR) of the Spanish Program*

COLOMBIA TIERRA QUERIDA

del 1º de octubre al 14 de diciembre del 2020

from October 1st to December 14th, 2020

Ángela Ospina de Nicholls
Directora General
Agencia Presidencial de Cooperación
Internacional de Colombia

*General Director of the Presidential Agency
of International Cooperation of Colombia*

Tatiana García Correa
Directora de Asuntos Culturales
Ministerio de Relaciones
Exteriores de Colombia

*Director of Cultural Affairs of the Ministry
of Foreign Affairs of Colombia*

Ivonne González de Pindray
Directora General
Centro Internacional de Lenguas
y Culturas Extranjeras

*General Director of the Center for
Languages and Cultures*

Niveles comunes de referencia: escala global. Marco Común Europeo de Referencia para las Lenguas (MCER)

*Common Reference Levels: global scale.
Common European Framework of Reference for Languages (CEFR)*

Usuario Básico *Basic User* (A1, A2)

• A1

➤ A2

Es capaz de comprender frases y expresiones de uso frecuente relacionadas con áreas de experiencia que le son especialmente relevantes (información básica sobre sí mismo y su familia, compras, lugares de interés, ocupaciones, etc.). Sabe comunicarse a la hora de llevar a cabo tareas simples y cotidianas que no requieran más que intercambios sencillos y directos de información sobre cuestiones que le son conocidas o habituales. Sabe describir en términos sencillos aspectos de su pasado y su entorno así como cuestiones relacionadas con sus necesidades inmediatas.

Can understand and respond to frequently used expressions related to areas of immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment). Can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters. Can describe in simple terms aspects of his/her background, immediate environment and matters in terms of immediate need.

Usuario Independiente *Independent User* (B1, B2)

• B1

• B2

Usuario Competente *Proficient User* (C1, C2)

• C1

• C2

UNIVERSITY OF WEST LONDON



LONDON COLLEGE OF
MUSIC EXAMINATIONS

DISTINCTION

This is to certify that

Chelsi Mudie


Has passed with a Distinction in

**UWL UWLO Level 1 Award in Graded Examination in Theory of Music
(Grade 1) (OCF)
Theory of Music Grade 1**

Presented by Noel Campbell D.M.A, M.MUS.LRSM

Ofqual




PROFESSOR JOHN HOWARD
DIRECTOR
LCM EXAMINATIONS


PROFESSOR PETER JOHN
VICE CHANCELLOR
UNIVERSITY OF WEST LONDON

Winter 2015 - Trinidad & Tobago

Candidate Number: 218743

Qualification Accreditation Number: 501/2031/1

M/602/4310 (OCF Level 1, 2 credits)

Certificate No: 387619 Date of issue: 06/01/16

This qualification is assessed and awarded by the University of West London and administered by London College of Music Examinations.



CARIBBEAN EXAMINATIONS COUNCIL

CARIBBEAN ADVANCED PROFICIENCY EXAMINATIONTM

Diploma *This is to certify that*

CHELSE RENEE MUDIE

Date of Birth 04-Apr-1996

Reference Number 1605701561

is awarded the

Advanced Proficiency Diploma in August 2015

having successfully completed the following ⁸ Units

SUBJECT	GRADE
ACCOUNTING UNIT 1	III
ACCOUNTING UNIT 2	III
* CARIBBEAN STUDIES	III
* COMMUNICATION STUDIES	II
FRENCH UNIT 1	II
FRENCH UNIT 2	II
MANAGEMENT OF BUSINESS UNIT 2	III
MANAGEMENT OF BUSINESS UNIT 1	II

Registrar:



Chairman:

Caribbean Examinations Council (CXC[®]) was established by agreement by fifteen Commonwealth Caribbean

THE FOLLOWING ARE THE OFFICIAL INTERPRETATIONS TO BE APPLIED TO THE TERMS INDICATED:

GRADE ONE	–	REPRESENTS AN EXCELLENT PERFORMANCE
GRADE TWO	–	REPRESENTS A VERY GOOD STANDARD OF PERFORMANCE
GRADE THREE	–	REPRESENTS A GOOD STANDARD OF PERFORMANCE
GRADE FOUR	–	REPRESENTS A SATISFACTORY STANDARD OF PERFORMANCE
GRADE FIVE	–	REPRESENTS AN ACCEPTABLE STANDARD OF PERFORMANCE
GRADE SIX	–	REPRESENTS A WEAK STANDARD OF PERFORMANCE
GRADE SEVEN	–	REPRESENTS AN UNSATISFACTORY STANDARD OF PERFORMANCE

MODULE GRADES:	A – EXCELLENT	B – VERY GOOD	C – GOOD	D – SATISFACTORY
	E – ACCEPTABLE	F – WEAK	G – UNSATISFACTORY	

NOTE

1. CANDIDATES ATTAINING GRADES I–V HAVE REACHED ACCEPTABLE STANDARD FOR MATRICULATION PURPOSES.
2. INFORMATION ON SYLLABUS CONTENT AND EXAMINATION OBJECTIVES MAY BE OBTAINED FROM THE **CARIBBEAN EXAMINATIONS COUNCIL**'s WEBSITE (www.cxc.org), THE PRO-REGISTRAR, CXC WESTERN ZONE OFFICE, CAENWOOD CENTRE, 37 ARNOLD ROAD, KINGSTON 5, JAMAICA, OR FROM THE REGISTRAR, **CARIBBEAN EXAMINATIONS COUNCIL**, PRINCE ROAD, PINE PLANTATION, ST. MICHAEL BB11110, BARBADOS, W.I.



CARIBBEAN EXAMINATIONS COUNCIL
SECONDARY EDUCATION CERTIFICATE

This is to certify that

CHELSI RENEE MUDIE

has been awarded the

Certificate in Business Studies

on this fifteenth day of

August 2013

having satisfied the requirements based on examinations in the following 5 subjects

SUBJECT	PROFICIENCY	GRADE
ECONOMICS	GENERAL	II
ELECTRONIC DOCUMENT PREPARATION AND MANAGEMENT	GENERAL	I
ENGLISH A	GENERAL	II
MATHEMATICS	GENERAL	II
PRINCIPLES OF BUSINESS	GENERAL	I

Registrar:



Chairman:

THE COUNCIL WAS ESTABLISHED BY AGREEMENT BY FIFTEEN COMMONWEALTH CARIBBEAN
COUNTRIES IN 1972 AND IS RECOGNISED AS THE EXAMINING BODY FOR THE AREA

Certificate in Business Studies

The Caribbean Secondary Education Certificate in Business Studies is based on examination in a cluster of Business Studies subjects, English A and Mathematics.

The Certificate is based on a minimum of five subjects selected as outlined below.

- | | |
|--------------------------|----------------|
| 1. English A (General) | Grades I – III |
| or | |
| English A (Basic) | Grades I – II |
| 2. Mathematics (General) | Grades I – III |
| or | |
| Mathematics (Basic) | Grades I – II |

At least two subjects from Nos. 3-6

- | | |
|---|----------------|
| 3. Electronic Document Preparation and Management (General) | Grades I – III |
| 4. Office Administration (General) | Grades I – III |
| 5. Principles of Accounts (General) | Grades I – III |
| 6. Principles of Business (General) | Grades I – III |

No more than one subject from Nos. 7-9

- | | |
|--|----------------|
| 7. Economics (General) | Grades I – III |
| 8. Information Technology (General or Technical) | Grades I – III |
| 9. Spanish (General) | Grades I – III |
| OR | |
| French (General) | Grades I – III |

The following are the official interpretations to be applied to the terms indicated.

- | | | |
|--------------------------|---|---|
| 1. Basic Proficiency | – | connotes subject activity designed to complete a secondary course in the specific subject. |
| 2. General Proficiency | – | connotes subject activity designed to provide a foundation for further studies in the specific subject area beyond the fifth year of secondary schooling. |
| 3. Technical Proficiency | – | connotes subject activity designed to provide the candidate with skills and knowledge to undertake further study or training or to be employed at the pre-technician level. |

Overall Grades in 1-3 above:

- | | | |
|--------------|---|---|
| 1. Grade I | – | candidate shows a comprehensive grasp of the key concepts, knowledge, skills and competencies required by the syllabus. |
| 2. Grade II | – | candidate shows a good grasp of the key concepts, knowledge, skills and competencies required by the syllabus. |
| 3. Grade III | – | candidate shows a fairly good grasp of the key concepts, knowledge, skills and competencies required by the syllabus. |



CARIBBEAN EXAMINATIONS COUNCIL
SECONDARY EDUCATION CERTIFICATE

NISN16019508

This is to certify that

CHELSEI RENEE MUDIE

Date of Birth 04 APRIL, 1996

Registration Number 1601951091

obtained the result(s) shown in the following 8 subject(s) in the year 2013 JUNE

SUBJECT	PROFICIENCY	GRADE	PROFILE
AGRICULTURAL SCIENCE SINGLE AWARD	GENERAL	ONE	THE BUSINESS OF FARMING(A), CROP PRODUCTION(B), ANIMAL PRODUCTION(A)
ECONOMICS	GENERAL	TWO	KNOWLEDGE AND COMPREHENSION(A), INTERPRETATION AND ANALYSIS(B), APPLICATION(A)
ELECTRONIC DOCUMENT PREPARATION AND MANAGEMENT	GENERAL	ONE	ACCURACY(B), SPEED(A), PRESENTATION AND USE OF TECHNOLOGY(B)
ENGLISH A	GENERAL	TWO	UNDERSTANDING(A), EXPRESSION(C)
FRENCH	GENERAL	TWO	LISTENING(A), READING(A), SPEAKING(A), WRITING(C)
MATHEMATICS	GENERAL	TWO	KNOWLEDGE(B), COMPREHENSION(B), REASONING(C)
PRINCIPLES OF BUSINESS	GENERAL	ONE	ORGANIZATIONAL PRINCIPLES(A), PRODUCTION, MARKETING AND FINANCE(A), THE BUSINESS ENVIRONMENT(A)
SOCIAL STUDIES	GENERAL	TWO	KNOWLEDGE AND COMPREHENSION(B), APPLICATION, EVALUATION AND PROBLEM-SOLVING(B)

Certified Copy

Of The
Original

09/07/2021

Ingrid M. Sealy
INGRID M. SEALY
COMMISSIONER OF AFFIDAVITS
123 DUKE STREET
P.O.S.

Registrar:



Chairman:

THE COUNCIL WAS ESTABLISHED BY AGREEMENT BY FIFTEEN COMMONWEALTH CARIBBEAN COUNTRIES IN 1972 AND IS RECOGNISED AS THE EXAMINING BODY FOR THE AREA.

1C 3589626

THE FOLLOWING ARE THE OFFICIAL INTERPRETATIONS TO BE APPLIED TO THE TERMS INDICATED.

1. BASIC PROFICIENCY: – CONNOTES SUBJECT ACTIVITY DESIGNED TO COMPLETE A SECONDARY COURSE IN THE SPECIFIC SUBJECT.
2. GENERAL PROFICIENCY: – CONNOTES SUBJECT ACTIVITY DESIGNED TO PROVIDE A FOUNDATION FOR FURTHER STUDIES IN THE SPECIFIC SUBJECT AREA BEYOND THE FIFTH YEAR OF SECONDARY SCHOOLING.
3. TECHNICAL PROFICIENCY: – CONNOTES SUBJECT ACTIVITY DESIGNED TO PROVIDE THE CANDIDATE WITH SKILLS AND KNOWLEDGE TO UNDERTAKE FURTHER STUDY OR TRAINING OR TO BE EMPLOYED AT THE PRE-TECHNICIAN LEVEL.

OVERALL GRADES IN 1–3 ABOVE:

1. GRADE I – CANDIDATE SHOWS A COMPREHENSIVE GRASP OF THE KEY CONCEPTS, KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED BY THE SYLLABUS.
 2. GRADE II – CANDIDATE SHOWS A GOOD GRASP OF THE KEY CONCEPTS, KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED BY THE SYLLABUS.
 3. GRADE III – CANDIDATE SHOWS A FAIRLY GOOD GRASP OF THE KEY CONCEPTS, KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED BY THE SYLLABUS.
 4. GRADE IV – CANDIDATE SHOWS A MODERATE GRASP OF THE KEY CONCEPTS, KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED BY THE SYLLABUS.
 5. GRADE V – CANDIDATE SHOWS A LIMITED GRASP OF THE KEY CONCEPTS, KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED BY THE SYLLABUS.
 6. GRADE VI – CANDIDATE SHOWS A VERY LIMITED GRASP OF THE KEY CONCEPTS, KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED BY THE SYLLABUS.
4. PROFILE GRADES: A – OUTSTANDING B – GOOD C – FAIRLY GOOD D – MODERATE E – WEAK F – POOR

NOTES:

1. CANDIDATES ATTAINING GENERAL OR TECHNICAL PROFICIENCY GRADES I–III UNDER THIS NEW SIX-POINT GRADING SCHEME EFFECTIVE JUNE 1998, HAVE REACHED ACCEPTABLE STANDARD FOR MATRICULATION PURPOSES, AND THE STANDARD IS COMPARABLE WITH GRADES I–II IN THE FORMER FIVE-POINT GRADING SCHEME. CANDIDATES OBTAINING BASIC PROFICIENCY GRADES I–III HAVE REACHED ACCEPTABLE STANDARD AT THE SECONDARY SCHOOL LEAVING LEVEL.
2. INFORMATION ON SYLLABUS CONTENT AND EXAMINATION OBJECTIVES MAY BE OBTAINED FROM THE CXC WEBSITE (www.cxc.org), THE PRO-REGISTRAR, CXC WESTERN ZONE OFFICE, CAENWOOD CENTRE, 37 ARNOLD ROAD, KINGSTON 5, JAMAICA, OR FROM THE REGISTRAR AT THE CXC HEADQUARTERS, THE GARRISON, ST. MICHAEL BB14038, BARBADOS, WEST INDIES.

*Double Subject – A weighting equivalent to two subjects is granted for certain integrated examinations which are equivalent to separate examinations in two subjects or which require a total period of preparation in excess of that for two subjects.



SOUTH-WEST REGIONAL HEALTH AUTHORITY

Certificate of Participation

This Certificate is Proudly Awarded to

Chelsi Mudie

For successful completion of the following programme:

"Customer Service Workshop"

April 3rd and April 4th, 2017

Kerry Baboolal (Mrs.)
Senior Supply Chain Officer

Denise Thomas (Ms.)
General Manager, Human Resources

Joanne Nagee (Ms.)
Senior Human Resources Officer (Ag.),
Training & Development Unit