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# Amédée Erns BAPTISTE

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7, rue Grande Plaine Croix-des-  
Bouquets  
Port-au-Prince  
HAITI

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37054727  
ernst367@gmail.com

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## **OBJECTIVE**

Continue to grow in leadership and knowledge, excel in employment capable to develop my skills and experience while using my current knowledge to contribute positively to the advancement of the organization.

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## **EDUCATION**

2004 -2006

### **Bacc I & II**

- College d'Enseignement Classique - Port -au-Prince - HAITI

2006-2011

### **5 years degrees in Economics**

- Université de Port-au-Prince - Port -au -Prince – HAITI

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## **EMPLOYMENT HISTORY**

December 2011 to July 2012

**NATCOM** – Haiti  
Call center agent

### **Call center Agent**

- Maintain a good relation between the customers and the company.
- Perform other duties and responsibilities assigned by the team leader
- Representing the company for a campaign in the Nippes department
- Leader of a service for VIP's

March to April 2013

**INTERSOS-** Haiti  
Logistic support

### **Logistic support**

- Making the budget of new materials for the Siguenneau Sanatorium
- Supervising the site with the project Manager and the responsible of the sanatorium
- Buying and installing the materials under the supervision of the project manager

December 2013 to April 2014

**INTERSOS-** Haiti  
Logistic

### **Logistics**

- Contacting the **Intersos HQ** in Italy on the demand of the responsible of the sanatorium.
- Coordinating the exchange between the **Intersos** and the sanatorium.
- Making the budget of new equipment.
- Buying and delivering the equipment to the sanatorium under the project manager supervision.

January 2107 to present  
Parlement Haitien ( Chambre des  
Deputes)  
**Senior Technician**

- Receive and analyze financial documents for the purpose of forwarding them to my superiors for validation. Keep a notebook organized for the archiving of the received data

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## **TECHNICAL KNOWLEDGE AND SKILLS**

### **Computer and Microsoft Applications**

Windows  
Macintosh operating system

MS Word  
MS Excel  
HTML  
CSS  
MS Power Point  
MS Outlook

Internet Browsers

### **Personal Skills**

Management skills.  
Planning / organizing.  
Team building.  
Multicultural awareness and sensitivity.

Adaptability / Flexibility.  
Computer/Technical literacy.  
Willing to learn.

Effective verbal and listening communications.  
Effective written communications.

### **Summaries of Qualifications**

-Ability to work under pressure.  
- Ability to cope in difficult situations.

-Field experience and manage complicated situations.  
-Sense of responsibility and organization, Work Ethics.  
- Seminar on human behaviors at **FIU ONLINE (online session)**

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## **LANGUAGE (Spoken and Written)**

**Creole**  
Mother tongue

**French**  
Second language

**English**  
Fluent

**Italian**  
Beginner

**Spanish**  
Intermediate

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## **REFERENCE**

Hilaire Gabriel

**Logistics base Manager at International Committee of the Red Cross - ICRC**

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others in demand