



Website: www.jmillercompany.com

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Objective

To teach, mentor and motivate students, trainees and individuals to become agents of change for present and future generations

Certifications: City & Guilds Skills Trainer, Assessor and Level 3 Internal Verifier, Corporate Trainer, Credit Score Consultant, Credit Consultant and National Youth Leader

Certificates: Trauma Informed Care, Clinical Trauma and Hospitality & Tourism Management Certificate from Florida Atlantic University

Learning & Development Training Experience

Nassau, Bahamas

Keyon Cumberbatch – Spanish For Life Lvl. 1
Stevano Merus – Public Speaking
Collier Knowles – Website Development Course
Hardy Miller – Leadership and Customer Service
Philip Brown – Leadership and Customer Service
Raymond Adderley – Leadership and Customer Service
Marvin Monroe – Leadership and Customer Service
Greg Wilkinson – Leadership and Customer Service
Robert Powell – Leadership and Customer Service
Sherry Farquharson – Leadership and Customer Service
Guerla Jules – Leadership and Customer Service
Sheena Missick – Customer Service
Dahana St. Ford – Customer Service
Dereck Sylvian – Customer Service
Tyreke King – Customer Service
Tonique Johnson – Customer Service
Preshea Farrington – Customer Service
Zabdiel Rahming – Customer Service
Aiesha Saunders – Customer Service
Teanna Saunders – Customer Service
Mona Cherrelus – Customer Service
Stacy Joffre – Customer Service
Maria Jones – Customer Service
Lathario Delancy – Customer Service
Anna Grant – Customer Service
Coraneeka Corey – Customer Service
Kirinnado Xavier – Customer Service
Joy Eduoard – Customer Service

Valdez Pinder – Customer Service
Marvonne Thurston – Customer Service
Jerenique Kemp – Customer Service

The National Training Agency (Oct. 2018 – Current)

Soft Skills Instructor/Presenter (Life Skills Training Program)

- Serve as a Soft Skills Instructor/Presenter for 200 Trainees, mostly from Inner Cities, at The National Training Agency (NTA), a Non-Profit Organization focused on creating a workforce that is highly productive, service-oriented, globally competitive and responsive to the dynamics of The Bahamian Economy
- Administer NTA Mandatory Soft Skills Training Curricula to assigned trainee group, applying suitable methods for engagement and guided learning
- Display ability to adapt presentation to meet the needs of the youth at-risk population
- Deliver, motivate and assess trainees through effective training methodologies in-group and individual classroom dynamics
- Ensure that all assessment documents and records are updated in a timely manner in compliance with NTA guidelines
- Utilize assigned monitors to aid in the effective management and record keeping of trainees and assessments
- Confirm and sign off on trainee competency
- Submit report on Soft Skills Training strengths, opportunities for development and recommendations for increased success rates
- Performed other duties as assigned by Executive Director

Bahamas Institute of Business & Technology (September 2019 – Current)

Adjunct Professor for PSY310: Motivation Course (Psychology)

- Focuses on the psychological and physiological aspects of motivation as determinants of human behaviour. Intrinsic versus Extrinsic sources of motivation are discussed in relation to interpreting and predicting behaviour.

Bahamas Institute of Business & Technology (Fall 2020)

Adjunct Professor for PSY222: Human Growth & Development (Psychology)

- Focuses on providing students with basic general knowledge of Human Growth and Development theories as it relates to the stages of Early Childhood Development.

Bahamas Institute of Business & Technology (Spring 2020)

Adjunct Professor for SPN101: Spanish I (Foreign Language)

- Focuses on understanding, speaking, reading and writing Spanish through a variety of written and spoken exercises. Students amass a solid Spanish vocabulary and become proficient in basic Spanish conversations.

The Leadership Development Institute (Mar. 2014 – Dec. 2014)

Nassau, Bahamas

Soft Skills Instructor and Day & Night Classes Program Coordinator (Life Skills Training Program)

- Served as a Life Skills Instructor for 1,000 Day Class Trainees at The Leadership Development Institute (LDI), a Non-Profit Institute supported by Baha Mar created to provide comprehensive and holistic training in Technical, Leadership and Life Skills to a broad cross-section of Bahamians, mostly from Inner Cities, who develop skills and a passion for service
- Served as Principal of LDI Skills Hospitality responsible for over 650 LDI Trainees

- Taught 5 students with Intellectual and Development Disabilities (IDD) from The Best Buddies International Program
- Conducted over 800 Interviews of LDI Trainees (Day and Night Students) to determine which Skills Curriculum they would be placed into for their final 4 weeks (Housekeeping, Landscaping, Maintenance, Server/Banquet Set-Up, Security, Engineering etc.)
- Ensured that all rooms were set up for The Instructors prior to the start of night classes
- Responsible for ensuring that Trainees were in alignment with rules and guidelines outlined by The Institute - Records were kept and weekly meetings were held to update Trainees on their tardiness along with other issues
- Assisted with preparing for LDI Session 3 Graduation - Performed duties as Stage Director ensuring a seamless operation at The Graduation Ceremony
- Performed other duties as assigned by Human Resources Project Executive

Awards for Education, Entrepreneurship, Sports, Leadership, Youth Work and Community Service

- 2010 Most Accomplished Former Student-Athlete Award
- 2011 Bahamas National Youth Award of Excellence
- 2012 Bahamas Real Men's Empowerment Award from The Late Dr. Myles Munroe
- 2013 Livelihood & Social Development Certificate from The People's Republic of China
- 2014 Bahamian Icon Humanitarianism Award Finalist
- 2017 Retiring Director Award – Bahamas Primary School Student of The Year Foundation (2011-16)
- 2019 Distinction Award as a Participant in The Bahamas Government's Ministry of Youth, Sports & Culture National Youth Leader Certification Program
- 2019 Patty Michelle Miller Award for Special Effort out of 110 Participants in The Bahamas Government's Ministry of Youth, Sports & Culture National Youth Leader Certification Program
- 2021 Project Y Bahamas Top 48 Millennials Recipient

Professional Organizations

- Alpha Phi Alpha Fraternity, Inc.
- Lambda Pi Eta Communications Honor Society
- Phi Sigma Pi National Honors Fraternity
- Sigma Alpha Pi National Society of Leadership & Success
- Chi Sigma Alpha Honors Society – Barry University
- USA Track & Field
- USA Basketball
- USBC Bowling Congress