

# Curriculum Vitae

**Female**

**D.O.B. 06 December 1981**

**Number of years working in industry:**

**4 years 1 month**



**Candidate ID Number:** 128292

**Nationality:** Filipino

**Language Skills:**

Fluent: English

Basic: Mandarin, Arabic

**Permitted to work in:** Philippines, UAE - United Arab Emirates

**Position Sought:** Spa Consultant, Assistant Manager, Beauty Therapist, Skin Clinic Therapist, Area Sales Representative, Retail Professional, Membership Sales Professional

## **Personal Statement**

Ambitious Professional with communication proficiency.

Seeking work in international locations and cruise ships

## **Employment History:**

**February 2022 - March 2023 - Retail Professional** at (most recent employer hidden for confidentiality) Abu Dhabi, UAE - United Arab Emirates, (Skin Clinic)

### **Duties included:**

- Coached sales associates in product specifications, sales incentives and selling techniques, significantly increasing customer satisfaction ratings.
- Reconciled daily sales transactions to balance and log day-to-day revenue.
- Maximized sales and minimized shrinkage through excellent customer service and adherence to standard practices.
- Managed inventory control, cash control and store opening and closing procedures.
- Coached sales associates on product knowledge by using wide variety of training tools.
- Scheduled and led weekly store meetings for all employees to discuss sales promotions and new inventory while providing platform for all to voice concerns.
- Minimized on-site cash with frequent deposits and high accuracy in predicting operations.
- Completed point of sale opening and closing procedures.
- Reviewed performance data to monitor and measure productivity, goal progress and activity levels.
- Set effective store schedules based on forecasted customer levels, individual employee knowledge and service requirements.
- Maintained proper product levels and inventory controls for merchandise and organized backroom to facilitate effective ordering and stock rotation.

### **Products worked with:**

Skin care products:

Orogold Cosmetics, vine Vera, forever flawless, Tresore rare, Venofye, adore, lionesse,

Medical devices:

Perfectio by Zero Gravity

Avologi

Opatra London

Forever Flawless

**Career Break** - Maternity/Paternity leave

**July 2018 - July 2021 - Retail Professional** at Orogold cosmetics , Metro manila, Philippines, (Skin Clinic)

**Duties included:**

- Coached employees and trained on methods for handling various aspects of sales, complicated issues and difficult customers.
- Checked store merchandise regularly for proper display and replenishment
- Offered hands-on assistance to customers, assessing needs and maintaining current knowledge of consumer preferences.
- Mentored team members to enhance professional development and accountability in workplace.
- Effectively coached team members to reached weekly and monthly sales goals.
- Completed employee evaluations to stay on top of lagging knowledge or skills and proactively Close gaps to maximize performance.
- Promoted exceptional customer service By engaging clients on sales floor.
- Trained team members in Successful strategies to meet operational and sales targets.
- Supervised staff successfully, utilizing effective communication and dynamic interpersonal skills

**Products worked with:**

Orogold cosmetics products (skin care)

Perfectio zero gravity medical device

Hydra facial

Opatra skin analysis

Eneo medical devices

**Education and Qualifications:**

**2012 University of cagayan**

Degree

Spa management

Skin Specialist

Beauty Theraphy

**2003 University of cagayan**

**2003 University of cagayan**

**Product Training:**

**May 2023 Eneo medical devices**

Abu Dhabi uae

Hyper pigmentation, skin allergies, rosecea, lifting

CV created at [www.spastaff.com](http://www.spastaff.com)

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