

Curriculum Vitae

Female

D.O.B. 07 May 1993

Number of years working in industry: 14 years 5 months

Candidate ID Number: 12838

Nationality: British

Language Skills:

Fluent: English

Basic: French

Permitted to work in: UK - United Kingdom

Position Sought: Spa Co-ordinator, Beauty Therapist, Nail Technician, work my way up

Personal Statement

My best qualities are that I am outgoing and easy to get along with. I do not like confrontation and would say I am a happy character.

I am proud to have achieved my level 2 and 3 beauty therapy qualifications as well as my level 3 Business and Administration qualification as I believe they are useful to have. During my time training in college to qualify we did 4 hours a week experience by doing treatments on paying customers from the members of the public.

Seeking work on Cruise Ships

Employment History:

June 2010 - Present - Customer Service Officer at (most recent employer hidden for confidentiality) Doncaster, UK - United Kingdom, (Home/Mobile)

Duties included:

In my current role I am a customer service officer and man reception of a high security based company at Robin Hood Airport. I started working here part time while I were still at college doing my level 2 training in Beauty Therapy and my level 3 training in Holistic and Spa therapies. My main duties are: Answering the telephone, booking meeting and conference rooms, making refreshments for meetings, assisting and helping managers and work colleagues as much I can. Also offering an admin service to managers and tenants in the building.

I have also been taken bookings for tours to visit the Vulcan XH558 thats we have in our hangar and doing this taking card details and processing payments.

Career Break - Training - industry-related

November 2009 - January 2010 - Sales Assisstant at Debenhams, Doncaster, UK - United Kingdom, (Home/Mobile)

Duties included:

I worked at Debehams Store in Doncaster Town Centre over the Christmas Period starting November 2009 to January 2010. In my time there I worked on the fragrance section as well as helping others on consessions (make up). My duties were to restock the shelves with new stock as well as help customers and also use the tills and take payment for items.

Career Break - Training - industry-related

Education and Qualifications:

2011

2011 Doncaster College - The Hub

NVQ Level 2 Beauty Therapy -

NVQ Level 2 Manicure & Pedicure

Vocational Qualification Certificate: Level 3 Holistic & Spa Therapies

Indian Head Massage

Stone Thearpy

Swedish Full Body Massage

Working in Spa Areas

I have also done a Creative Nails, nail enhancement Diploma - acrylic - qualifying in November 2011.

2009 The Hayfield Comprehensive School

GCSE:

Maths: D

Science: D

English Lit: C

English Lang: C

Sociology: C

Expressive Arts: C

History: D

French: D

ICT Key Skills : Level 2

Product Training:

May 2011 Dermalogica
college

Vocational Qualifications

NVQ Level 3 Business Administration

Hobbies and Interests

I am an outgoing, lively character that enjoys working with and meeting different people. I enjoyed my two years of studying beauty therapy however, I have found it difficult to find work in Doncaster in this industry therefore have done most of my experience from working from home or going mobile. However I have had a full time job since leaving training in May 2011 and therefore do my beauty therapy mainly on nights and weekends for friends and family and associates.

I enjoy dancing, socialising with others, having a good time and the beauty industry. I enjoy shopping and spending time with friends. I enjoy modelling and have had a few photoshoots before and to persue this as a hobbie when work is available.

