

# **Curriculum Vitae**

**Female**

**Number of years working in industry: 25 years 7 months**

**Candidate ID Number:** 12996

**Nationality:** British, American

**Language Skills:**

Fluent: English

Good: Spanish

**Permitted to work in:** Spain, USA - United States, UK - United Kingdom

**Position Sought:** Beauty Therapist, Massage Therapist

## **Personal Statement**

During my years in management I have developed good communication skills and am very clear with direction and explanation due to the amount of training I have done and enjoy doing. My goals are to continue working in the industry I love while being able to grow and learn new skills in massage/skin care while sharing the knowledge that I have been fortunate to learn thus far in my career.

My objective is to be in an environment where knowledge that has been gained may be utilized, yet is able to continue to grow and develop in an industry that is ever evolving.

I have over 20 years experience in the spa industry, 10 years in management capacity.

Managing Spa programs in 7 different locations, Managing all aspects of sales, budget management, equipment and product procurement.

Built, lead and mentored a high performance team; Hired, trained, scheduled and conducted performance evaluations.

Seeking work in Mallorca, Spain

## **Employment History:**

**March 2005 - Present - Spa Director** at (most recent employer hidden for confidentiality) Dana Point, California, USA - United States, ( Hotel Spa)

### **Duties included:**

Manage a team of 30 plus associates

Scheduling, payroll, marketing - website management/e-commerce, retail purchases, inventory and purchases, design, treatment development and training, menu design and implementation, recruitment, terminations, perform treatments. Ensuring profit exceeding budget, ensured guest expectations were met and exceeded. Research and Development of the department.

### **Products worked with:**

Skin Authority

Naturopathica

Body Bliss

Innovative Body Science

Guinot

Epicuren

**February 2004 - February 2005 - Spa Director** at Total Woman and Atmosphere Day Spa, 7 Different locations in Southern California, USA - United States, (Health Club)

### **Duties included:**

Recruitment, Terminations

Managing Spa Managers for 7 locations  
Advertising and promotions for all locations  
Ensuring productivity and profit margins achieved  
Elevating guest service experiences and professional appearance of each location.

#### **Products worked with:**

Guinot  
Epicuren  
Bio-Elements

**January 2000 - September 2003 - Assistant Manager** at Vista Del Mar Hotel, Akumal, Mexico, ( Hotel Spa)

#### **Duties included:**

Ensuring high standard of quality  
Scheduling for all staff - 50 plus employees  
Arranging special events for guests. i.e. weddings  
Design of new Condo development which was added to portfolio  
Payroll

**Career Break** - Resolving estate issues after a death in the family.

#### **Education and Qualifications:**

##### **2011 Interstate Resorts and Hotels program**

Certificate of Achievement  
Management training offered thru the Marriott Corp. and IHR  
Sexual Harrassment  
Management Skills  
Code of Conduct  
Payroll

##### **1991 Kings Lynn Tech. College**

IHBC and City and Guilds for Beauty Therapy  
Excercise to Music  
Science  
Business  
Massage Practical and theory  
Esthetics Practical and theory  
Nail tech. Practical and theory  
Electrolosis Practical  
Make up Practical and theory  
Reflexology practical and theory  
Bust treatments Practical  
Thai massage Practical

##### **1989 St Edwards C of E Comp**

Varity of GCSE's  
English  
Math  
Geography  
Religious Sciences  
Biology  
Typing

#### **Product Training:**

##### **December 2011 Naturopathica**

Resort  
On going training  
Trained on product knowledge and services

**December Skin Authority  
2011**

Training on going as new products are launched. Trained at the resort.

Trained on product knowledge and services

**May 2009 Body Bliss**

Resort

Was trained on a variety of services and product knowledge concerning services offered.

## **Hobbies and Interests**

Enjoy being outdoors

Skiing/Snow boarding

Camping and Hiking

Spending time with my family

Reading and learning about Native American Culture

Watching Documentaries about world industry

Researching and implementing ways to enhance my health and wellbeing.

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

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