

# Curriculum Vitae

**Female**

**D.O.B. 12 March 1985**

**Number of years working in industry:**

**15 years 3 months**



**Candidate ID Number:** 14490

**Nationality:** Indian

**Language Skills:**

Fluent: English, Hindi, Punjabi

**Permitted to work in:** India

**Position Sought:** Spa Manager, Salon Manager

## Personal Statement

Seeking work in international locations and cruise ships

## Employment History:

**March 2014 - Present - Spa Manager** at (most recent employer hidden for confidentiality) Mumbai, India, (5 Star Hotel Spa)

### Duties included:

Overall Managing the operations of Spa & Health Club

### Products worked with:

Jiva

**June 2012 - February 2014 - Spa Manager** at Hyatt, Pune, India, (5 Star Hotel Spa)

### Duties included:

- Looking after the Fitness area and pool area
- Managing the team
- Providing them with proper training
- Budgeting, Cost control
- Maintaining records and making reports
- Menu engineering
- Monthly Analysis
- Guest Interaction while handling the reception
- Promoting the spa with proper marketing strategies
- Encouraging personal growth of the team.
- Maintaining consistent profitability

### Products worked with:

June Jacobs, JCKRC, OPI, Arcania, Subtle Energies

**March 2011 - May 2012 - Assistant Manager** at Ellaa Hotels , Hyderabad, India, (5 Star Hotel Spa)

**Duties included:**

- Training the staff
- Menu Engineering
- Running the operations smoothly
- Setting the standards and maintaining them
- Budgeting
- Setting Marketing plans to increase the revenue
- Focus on Cost control and Increase in productivity while maintaining the high standards with consistent profit.
- Managing Team

**Products worked with:**

JCKRC, IRAYA, OPI

**May 2010 - November 2010 - Salon Manager** at Tress Lounge L'oreal, Chandigarh, India, (High Street Salon)

**Duties included:**

- Managing daily operations
- Training the staff
- Guest Interaction
- Handling Reception
- Cost Control
- Increasing the productivity

**Products worked with:**

Loreal, O3+, VLCC

**Career Break - Family Problem**

**Education and Qualifications:**

**2009 Kaivalyadhamma Lonavala**

Diploma

Yoga

**2009 Ananda Spa Institute, Hyderabad**

CIBTAC

Aesthetics

**2007 Punjab University Chandigarh**

Masters in Psychology

**Product Training:**

**June 2009 Aesthetics Training, June Jacob Product Training**

Ananda Spa Institute

Electrical Facials

Manicure

Pedicure

Day Make up

Eye Lash and Eye Brow tinting

June Jacob Body Treatments and Facial

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