

# Curriculum Vitae

**Female**

**D.O.B. 22 September 1978**

**Number of years working in industry:**

**10 years 3 months**



**Candidate ID Number:** 156942

**Nationality:** British

**Language Skills:**

Fluent: English, Bengali

Basic: Spanish

**Permitted to work in:** UK - United Kingdom

**Position Sought:** Spa Consultant, Salon Manager, Spa Co-ordinator, Assistant Manager, Treatment Manager / Spa Trainer, Area Sales Representative

## Personal Statement

I am a people's person, very hard working and results driven.

I'll bring a positive attitude, a goal to continue a growing mindset and also create the opportunity to develop professionally in order to continue being an efficient and effective employee. My long term career goals is to find myself in a secure and constant niche for a renowned and distinguished company that endeavours the attributes of people and legal services.

To summarise, I will be able to manage and effectively prioritise workloads whilst delivering on-going support to my team liaising and establishing coordination of commissions, developing and leading the company.

Seeking work in national locations

## Employment History:

**September 2023 - January 2024 - Assistant Manager** at (most recent employer hidden for confidentiality) London Victoria, Milton Keynes , UK - United Kingdom, (High Street Salon)

### Duties included:

Skills: Diary management, Staff management, Stock and Inventory management, Visual merchandising, Coaching, Day-to-day running of Spa/Salon, Complaint handling, Held regular strategy meetings

### Products worked with:

The gel bottle, Townhouse products

**May 2023 - September 2023 - Customer service executive** at EasyJet , Luton Airport , UK - United Kingdom, (Product Company)

### Duties included:

Skills: Customer support, Administrative organisation, Extensive knowledge of laws and regulations, Passenger services

**January 2023 - April 2023 - Treatment Manager / Spa Trainer** at Facegym , London , UK - United Kingdom, (High

Street Salon)

**Duties included:**

Skills: Dermatology, Skincare, Deep tissue facial massage, Coaching, Sales, Visual merchandising

**Products worked with:**

Facegym own brand.

**April 2022 - December 2022 - Skin Clinic Therapist** at Endermospa , Essex , UK - United Kingdom, (Skin Clinic)

**Duties included:**

Skills: Account management, Business sales, Social media marketing, Dermatology, Visual merchandising, Skincare, Diary management, Stock and Inventory management, Performed LPG Endermologie treatments

**Products worked with:**

Skinceuticals

Lpg endermologie products

**September 2021 - April 2022 - Treatment Manager / Spa Trainer** at Wellness Hub , Berkhamsted , UK - United Kingdom, (Health Club)

**Duties included:**

Skills: Leading and organising social events for marketing purposes, Dermatology, Visual merchandising, Account management, Stock and Inventory management, Business sales, Performed LPG Endermologie treatments, Wellness coaching

**Products worked with:**

Lpg endermologie products

Wellness Hub products

**September 2020 - September 2021 - Senior Therapist** at Cecily Day Spa , Berkhamsted , UK - United Kingdom, (Day Spa)

**Duties included:**

Skills: Sales, Spa treatments, Skincare, Beauty, Stock and Inventory management, Wellness coaching

**Products worked with:**

Espa

**November 2019 - September 2020 - Senior Therapist** at Third Space , London , UK - United Kingdom, (5 Star Hotel Spa)

**Duties included:**

Skills: Sales, Spa treatments, Skincare, Beauty, Stock and Inventory management, Wellness coaching, Day-to-day running of spa

**Products worked with:**

Murad

Elemis

Elemis Biotec

**March 2019 - November 2019 - Senior Therapist** at Rosewood Hotel , London , UK - United Kingdom, (5 Star Hotel Spa)

**Duties included:**

Skills: Sales, Spa treatments, Skincare, Beauty

**Products worked with:**

Elemis

Cauliere

**August 2017 - March 2019 - Lounge agent** at Aspire Vip Lounge , Luton Airport , UK - United Kingdom, (Product Company)

**Duties included:**

Skills: Customer/Passenger support, Front desk duties, Stock and Inventory management

**July 2017 - August 2017 - Front of House** at Smithfields , Luton Airport , UK - United Kingdom, (Product Company)

**Duties included:**

Skills: Front of House duties, Leadership and delegation of team, Customer services

**September 2016 - June 2017 - Assistant Manager** at Claires Accessories , Luton , UK - United Kingdom, (Product Company)

**Duties included:**

Skills: Administrative organization, Stock and Inventory management, Team management, Cashier balancing and cash handling, Diary management, Visual merchandising, Business sales, Coaching

**April 2016 - June 2016 - Area Sales Representative** at Max factor , Luton , UK - United Kingdom, (High Street Store)

**Duties included:**

Skills: Retailing makeup brand, Account management, Stock and Inventory management

**Products worked with:**

Max factor

**March 2014 - January 2015 - Nail Technician** at Cloud Nails , Luton , UK - United Kingdom, (High Street Salon)

**Duties included:**

Skills: OPI gel manicure and pedicure, massage, threading

**Products worked with:**

OPI gel

**January 2012 - March 2014 - Senior Therapist** at Luton Hoo Hotel , Luton , UK - United Kingdom, (5 Star Hotel Spa)

**Duties included:**

Skills: Hot stone massage, aromatic full body/back massage, body wraps treatments, manicures and pedicures, facials, Hand and Foot treatments, carrying out all treatments on the spa brochure

**Products worked with:**

Elemis

Espa

**Education and Qualifications:****2011 Barnfield College Trained in house, Rosewood, Third Space, Cecily Day Spa.**

NVQ LEVEL 2 Beauty Therapy NVQ LEVEL 3 Diploma in Spa Therapy

trained in Elemis, Elemis Biotec , Espa, Murad , Lycon wax and Gel nails.

**2011 Barnfield College**

NVQ LEVEL 2 beauty therapy

NVQ LEVEL 3 Spa Diploma

**Product Training:**

**October  
2023**

**The Gel bottle**

Townhouse Training Academy, London

Gel nail application.

**Vocational Qualifications**

First Aid

Social Media marketing certificate

**Hobbies and Interests**

Gym

Swimming

Reading

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

