

# **Curriculum Vitae**

**Female**

**D.O.B. 25 July 1981**

**Number of years working in industry: 7 years 2 months**

**Candidate ID Number:** 159853

**Nationality:** Indian

**Language Skills:**

Fluent: English, Hindi, Kannada

Basic: Tamil

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

**Position Sought:** Spa Consultant, Regional Senior Manager, Spa Director, Spa Manager, Salon Manager, Spa Co-ordinator, Assistant Manager, Treatment Manager / Spa Trainer

## **Personal Statement**

Self-directed, energetic, and dependable known,

- As a passionate team member, I am continually working to achieve organizational goals via sheer professionalism and focused devotion. As a result, it has always contributed to the organization's efficiency and my personal growth.
- Technically, I am familiar with Microsoft Word, Excel, PowerPoint, and Outlook apps.
- Have worked as an HR/Recruiter and handled administration. I've also trained spoken English and worked as a call centre agent, handling both outgoing and inbound calls.
- I can join immediately and relocate as well.

Seeking work in international locations

## **Employment History:**

**August 2018 - January 2019 - Manager/Supervisor** at (most recent employer hidden for confidentiality) UAE , UAE - United Arab Emirates, (Product Company)

### **Duties included:**

- Manage Salon with stocks,
- HR management
- Handled reception and help retain clients
- Train staffs on different aspect of customer service and treatments
- Ensure the safety and hygiene of the salon and staffs.
- Maintain records of cash flow and finance related documents

**Career Break - HR/ Admin/ Recruitment (Part time)**

**June 2013 - May 2014 - Spa Consultant** at Mad Lillies Salon, UAE, UAE - United Arab Emirates, (5 Star Hotel Spa)

### **Duties included:**

Salon med spa offering various services and treatments on both skin and hair. My Job Function as a Beauty Manager and a skin therapist includes: Counsel clients on the treatments they need to go through, manage the stocks of the beauty section, managing and training the staffs.

**Duties included:**

Job Involved skin care and beauty treatments for clients and later on given the responsibility as a Beauty Manager to handle seven staff, training, stock management, handled reception as and when needed. Worked on IPL the permanent hair removals and slimming center.

**Education and Qualifications:**

**2024 YPV**

Trained

Pranic healing and Reikhi

**2000 shamans beauty college**

diploma

Aroma therapy

**2000 Shamans Beauty college**

Diploma

Aesthetic and beauty culture, Electrolysis, Beauty management,

**1997 St Philomina's**

**Vocational Qualifications**

- Microsoft Word
- Microsoft Excel
- Office Outlook
- PowerPoint presentation

**Hobbies and Interests**

Reading

Researching

creative writing

content writing

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

**SPA STAFF.COM**  
