

# Curriculum Vitae

**Female**

**D.O.B. 25 April 1992**

**Number of years working in industry: 18 years 8 months**

**Candidate ID Number:** 16513

**Nationality:** British

**Language Skills:**

Fluent: English

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

**Position Sought:** Spa Consultant, Salon Manager, Spa Co-ordinator, Assistant Manager, Beauty Therapist, Nail Technician

## Personal Statement

I am a very determined, outgoing and hard working person. Willing to take on more training and always willing to learn more. I am very driven, enjoy socialising and meeting new people and my life goal is to become successful & be able to help others in my chosen career path. I just need to be given the opportunity to showcase what I can do.

Seeking work in the UK and international locations

## Employment History:

**June 2013 - Present - Head Therapist** at (most recent employer hidden for confidentiality) London, UK - United Kingdom, (Day Spa)

### Duties included:

- In charge/ head therapist when manager is not present
- Role: Carrying out various beauty treatments (Manicures, pedicures, waxing, tinting, facials, spray tanning)
- Skill: Having to make quick on the spot decisions (e.g: if a customer complains offering them some sort of incentive etc.) & having to make decisions to get results when the managers are not present
- Skill: A great deal of multi-tasking is required when on the reception desk
- Role: Reception duties; dealing with customer complaints, managing clients, booking in treatments, taking phone calls, sending emails, in charge of dealing with experience companies (slots/allocations/ re-scheduling/invoices) and the diary rota
- Role: Data entry of client confidential forms
- Role: Stock checking and ordering new stock

## Products worked with:

Darphin

Eminence

Jessica

OPI

Sienna x

**June 2007 - June 2013 - Beauty Therapist** at Savana Urban Spa, London, UK - United Kingdom, (Day Spa)

**Duties included:**

Beauty therapist, Carrying out treatments such as:

Manicures, pedicures, waxing, tinting, spray tanning, facials

Reception duties:

Answering calls, dealing with customer queries and complaints, incharge of company invoices, incharge of salon when manager is not around, managing diary & rota etc

**Products worked with:**

Jessica

Darphin

Eminence

OPI

Sienna X

**Education and Qualifications:**

**2009 City and Islington college & College of North west london**

NVQ 2 & BTEC

Beauty Therapy NVQ LEVEL 2

Fashion & Design BTEC

**2009 City and islington college**

NVQ Level 2 BEAUTY THERAPY

ALSO ATTENDED HAMMERSMITH COLLEGE

LEFT IN 2001

ACHIEVED A LEVELS

**2008 Convent of Jesus and Mary**

GCSE'S & BTEC IN FASHION AND DESIGN

**Product Training:**

**August 2012 Darphin**

Holborn Hall, London

Darphin Product knowledge, facial & art of recommendation training

**Vocational Qualifications**

Key skills in ICT, MATHS and ENGLISH

**Hobbies and Interests**

I enjoy going out to eat, socialising, shopping, visiting new places, relaxing with family, exercise

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