

# Curriculum Vitae

**Female**

**D.O.B. 14 December 1976**

**Number of years working in industry: 27 years 9 months**

**Candidate ID Number:** 17329

**Nationality:** British

**Language Skills:**

Fluent: English

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

**Position Sought:** Spa Manager, Spa Co-ordinator, Assistant Manager, Treatment Manager / Spa Trainer

## Personal Statement

I am a highly organised, dedicated and hard working individual. My current life goals are to find a challenging role whilst continuing to learn and study.

Seeking work in UK, international locations and cruise ships

## Employment History:

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

### Duties included:

Beauty therapy and holistic treatments

### Products worked with:

Angel Therapy Rooms own brand

**Career Break** - Voluntary work at meditation centre

**November 2011 - January 2013 - Logistics Coordinator** at Lateral Land, Near Sydney, Australia, ( Hotel Spa)

### Duties included:

Organised Logistics and organisation of meditation courses for up to 100 participants

Rotas; Budgeting; Supervising a team of 20; Administration; Purchasing, Ordering; Stock control; Creating SOP manuals; General day to day running of the property

### Products worked with:

This was a Meditation Retreat Centre. However I feel the skills I learned there are transferrable to a Management role.

**Career Break** - Relocating

**December 2009 - January 2011 - Salon Manager** at The Ritual Rooms, London, UK - United Kingdom, (Day Spa)

### Duties included:

Reception; Complementary Therapist; Day to day running of the Spa

**Products worked with:**

Aromatherapy Associates

**Career Break** - Training - industry-related

**April 2007 - November 2009 - Complementary Therapist** at Kaivalya Mind Body Soul and Lisa V Beauty Therapy, Edinburgh, UK - United Kingdom, (High Street Salon)

**Duties included:**

- Set up my own business - Kaivalya Mind Body Soul. Duties included

Creating text for website; Creating flyers; Marketing; Budgeting; Accounts

- Also worked part time at Lisa V Beauty Therapy

Stock control; Beauty Therapist; Reception

**Products worked with:**

Guinot; CACI; IPL

**November 2006 - March 2007 - Spa Manager** at IHHR Shanti Ananda Maurice, Mauritius, Mauritius, (5 Star Hotel Spa)

**Duties included:**

Pre opening and opening duties of a team of 40.

- Recruitment
- Liasing with project team
- Attending management and conducting meetings
- Duty Manager shifts
- Training
- Overseeing external trainer visits. ESPA, Watsu
- Day to day running of the spa

I was transfered to open this property from my previous role with the same company in India

**Products worked with:**

ESPA

**August 2004 - October 2006 - Assistant Manager** at IHHR Ananda in the Himalayas, Rishikesh, India, (5 Star Hotel Spa)

**Duties included:**

- Developing new treatments and SOP's
- Extensive training of 75 multi-cultural spa staff, plus other hotel department staff members
- Day to day running of the Spa.
- Overseeing reception.

The 3 years I was here, we won Conde Naste Travellers, World Best Destination Spa award.

**Products worked with:**

ESPA. Ananda's own brand

**August 1997 - July 2004 - Senior Therapist** at Various, Peebles, Edinburgh, Sydney, Melbourne, UK - United Kingdom, (High Street Salon)

### **Duties included:**

- All beauty therapy treatments
- Sales targets
- Reception
- Stock taking

### **Products worked with:**

Over these 4 years I worked in various salons, including a high sales role in Regis Spa, Jenners, Edinburgh - where I worked with Guinot, CACI, Decleor and MD Formulations.

### **Education and Qualifications:**

#### **2011 College of Haringey, Enfield and North East London**

City and Guilds

Training - PTLLS

#### **1997 Edinburgh Telford College**

HND in Beauty Therapy

### **Product Training:**

**March  
2008**

**Guinot**

London

Hydradermie

**July 2005**

**ESPA**

Ananda in the Himalayas

ESPA - face and body

### **Vocational Qualifications**

Counselling skills - City and Guilds

Sivananda Yoga Teacher Training

IT skills through experience

### **Hobbies and Interests**

Meditation

Comedy

Dancing

Travelling

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

