

# Curriculum Vitae

**Female**

**D.O.B. 26 September 1987**

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

**Candidate ID Number:** 18056

**Nationality:** British

**Language Skills:**

Fluent: English

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

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

## Personal Statement

An enthusiastic, hard-working and dedicated individual. Delivers excellent customer service and works effectively as part of a productive team. Enjoys responsibility and demonstrates the motivation and organisation required to meet demanding targets while maintaining the highest of standards. Possesses a high level of sales experience within the beauty sector, and is now looking for a new and challenging position, one which will make best use of existing skills and experience yet enable further personal and professional development.

Seeking to work in UK, International Locations and Cruise Ships

## Employment History:

**March 2011 - Present - Area Sales Representative** at (most recent employer hidden for confidentiality) South west england, UK - United Kingdom, (Product Company)

### Duties included:

Primary consultant for Bristol, Swindon, Cheltenham Worcester and Yeovil.

Liaising with area managers, store managers, store representatives and brand suppliers to increase sales within the beauty section of Aston and Fincher.

Retaining large amounts of detailed product knowledge and delivering this information to customers based on their specific wants and needs.

Primary trainer of salon employees, college lecturers and college students in the use of specific branded products and general beauty procedures.

Carrying out high quality demonstrations within salons to promote products and increase sales

Prospecting new accounts to ensure new business development.

Organising and following an effective journey plan to manage time effectively.

Ensuring administration is completed and delivered on time.

Planning and delivering of large scale events to display and demonstrate new product lines.

### Products worked with:

OPI

Sienna x

Dermalogica

LDN:Skins

Essie

Waxperts

Hara

St Tropez

Elemis

**June 2007 - October 2013 - Beauty Therapist** at St Mellion Golf and Country club, Saltash, UK - United Kingdom, (Hotel Spa)

**Duties included:**

Carrying out a range of high-quality beauty treatments for hotel guests and walk-in clients, delivering excellent customer service and ensuring customer satisfaction.

Maintaining the highest standards of cleanliness and tidiness in the treatment rooms.

Taking bookings both in person and over the telephone in addition to dealing with complaints in a timely and professional manner.

Taking charge of product display and merchandising.

**Products worked with:**

OPI

St tropez

Fake Bake

Dermologica

**February 2010 - March 2011 - Receptionist** at AKA Hairdressing, Bristol, UK - United Kingdom, (High Street Salon)

**Duties included:**

- General management of the business including cashing up of tills and recording data to ensure banking at the end of the working week was correct.
- Ensuring bookings were made correctly and that all staff had sufficient time to complete their services.
- Supervising staff to ensure they worked to the best of their ability and were time efficient.
- Completing and successfully delivering the staff rota.
- Preparing end of month invoices and paperwork.
- Ensuring the safe and correct running of the salon during times when the salon owners were absent.
- Maintaining a high level of customer service, especially when dealing with complaints or discrepancies.

Working closely with suppliers to ensure stock levels were always correct.

**Products worked with:**

TIGI

Moroccan Oil

Loreal

**Education and Qualifications:**

**2012 Milton Keynes learning centre**

Level 4

PTTLS teaching qualification

### **2007 saltash college**

CIDESCO Diploma in Beauty Therapy

NVQ Level 3 Beauty Therapy

NVQ Level 2 Beauty Therapy

### **2005 Callington community college**

2 AS Levels

12 GCSEs including English (B) & Mathematics (C)

## **Product Training:**

### **June 2013 LDN:Skins**

Lena White watford

Full product training both retail and professional

### **May 2013 waxperts**

Aston and fincher Birmingham

Full waxperts hot wax training, including intimate waxing

### **March 2013**

**essie**

Loreal Hammersmith

full product training

### **July 2011 Sienna X**

Sienna X Worcester

Full training in all professional and retail products and also how to train others in the product

### **March 2011**

**OPI**

Lena White Watford

Full training on all manicure pedicure products and training with their gel color system

### **July 2007 dermalogica**

Demologica head office exeter

Full product and treatment education

## **Vocational Qualifications**

First aid

IT skills include:

Conversant with all Microsoft packages, including Office, Excel, Outlook and Publisher

## **Hobbies and Interests**

- Health and Fitness: attending regular circuits' sessions.
- Music: attending Gigs and festivals

Reading

