

# Curriculum Vitae

**Female**

**D.O.B. 24 September 1966**

**Number of years working in industry: 24 years 6 months**

**Candidate ID Number:** 18993

**Nationality:** British

**Language Skills:**

Fluent: English

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

**Position Sought:** Treatment Manager / Spa Trainer, Beauty Therapist, College Tutor, Nail Technician

## Personal Statement

- Highly Motivated
- Relish New Challenges
- Reliable
- Hardworking
- Continue to develope new skills

Seeking to work in the UK, International Locations and Cruise Ships

## Employment History:

**September 2011 - Present - Nail Technician** at (most recent employer hidden for confidentiality) Leeds , UK - United Kingdom, (Home/Mobile)

### Duties included:

- Performing all aspects of nail treatments
- Offering a variety of beauty treatments
- Liasing with clients
- Responsible for ordering of stock
- Book keeping

### Products worked with:

- Creative Nail Design - Retention+
- Shellac
- NSI Balance Gel
- IBD- just gel
- Harmony -Gelish
- Dermalogica skin care
- ASP gel and acrylic

**February 2013 - Present - educator** at Cuccio uk, Nottingham, UK - United Kingdom, (Product Company)

### Duties included:

- Educator of Nail Technology- using cuccio,asp and salon services products
- Delivering Health and safety, nail anatomy and all aspects of theroy
- Demonstrating all aspects of practical applications from manicures, pedicures,acrylic nail application,gel application,nail art.
- assessing students
- marking of test papers

**Products worked with:**

- ASP - acrylic
- ASP - gel
- Cuccio- T3 gel
- Cuccio - acrylic
- Salon services acrylic
- Salon services gel

**August 2011 - November 2012 - Hair Stylist** at Options Hair & Beauty, Leeds, UK - United Kingdom, (High Street Salon)

**Duties included:**

- Offering all aspects of hair services
- responsible for all beauty and nail services
- Reception duties
- Stock control
- Managing bookings

**Products worked with:**

- Matrix
- Wella
- Creative Nail Design -Retention+
- Shellac
- Harmony - Gelish
- IBD - just gel
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**September 2008 - August 2011 - Salon Manager** at Enamel Boutique, Leeds, UK - United Kingdom, (High Street Salon)

**Duties included:**

- Responsible for all nail services
- Responsible for a variety of beauty treatments
- Reception duties
- Taking payments
- Stock control

**Products worked with:**

- Creative Nail Design- Retention +
- Shellac
- Minx
- Sienna Tan

**May 2009 - December 2010 - Nail Technician** at Rapid Tanning Rooms, Leeds, UK - United Kingdom, (High Street Salon)

**Duties included:**

- Responsible for all nail services from manicure to extensions
- Offered a variety of beauty treatments
- Spray tans
- Reception Duties
- Stock control

**Products worked with:**

- Creative Nail Design -Retention +
- NSI - Balance Gel
- Shellc
- Minx nail foils

**September 2007 - July 2010 - College Tutor** at Temple Moor High School, Leeds, UK - United Kingdom, (College)

**Duties included:**

- Liased with students maintaining strong working relationships
- Prepared lesson plans
- Worked with a variety of students of mixed abilities and behavioural problems
- Delivered practical training sessions for a variety of nail and beauty treatments
- Assisted students gain life skills within the salon environment

**Products worked with:**

- Creative Nail Design- Retention+
- College make up kit
- College manicure and pedicure
- College facial kit

**September 2007 - May 2009 - Salon Manager** at Xercise Health & Fitness, Castleford, UK - United Kingdom, (Health Club)

**Duties included:**

- Liased with clients to help build strong relationships to ensure maximum sales
- Attended monthly meetings to discuss objectives and forthcoming promotions to ensure all targets achieved
- Facilitated training sessions for new products and sales techniques
- Recruited and interviewed for a variety of positions within my department
- Attended beauty,nail and holistic seminars and fairs
- Managed my own client base delivering excellent beauty and nail treatments

**Products worked with:**

- Dermalogica skin and body care
- Creative Nail Design - Retention+
- NSI - Balance Gel
- IBD - gel
- CND - Spa manicure and pedicure

**February 2003 - February 2007 - Salon Manager** at The Works nails and beauty, Leeds, UK - United Kingdom, (High Street Salon)

**Duties included:**

- Managed my own business within the salon
- Attended to clients providing excellent service to ensure maximum productivity
- Facilitated training sessions for new products and techniques
- Trained staff of all abilities ranging from school students, day release college students and own junior therapist within the salon
- Overseeing purchasing and stock control
- Managing

**Products worked with:**

- Creative Nail Design -Retention+ and Radical
- Dermalogica skin care
- CND - spa manicure and spa pedicure
- CND Raw earth pedicure
- Jessica nail treatments

**February 2004 - February 2004 - College Tutor** at Leeds Thomas Danby College, Leeds, UK - United Kingdom, (College)

**Duties included:**

- Delivered Training and mentored a class of 16 students of mixed abilities incorporating a full range of nail skills
- Maintained good working relationships both with students and clients

- Planned and scheduled theory and practical sessions
- Tracked students progress
- Prepared students for final assessment

#### **Products worked with:**

- Nail Systems International - Acrylic
- NSI polishes

**January 2001 - February 2003 - College Tutor** at Picassos Nail Academy, Leeds, UK - United Kingdom, (College)

#### **Duties included:**

- Delivering a comprehensive range of nail courses
- Responsible for one to one mentoring
- Promoting courses, generating revenue
- Arranged and organised timetables for classes
- Assessed students practical work
- Prepared students for final examinations

#### **Products worked with:**

- Nail Systems International -Acrylic
- Nail Systems International - Balance Gel
- Nail Systems International- Manicure and pedicure

### **Education and Qualifications:**

#### **1997 Thomas Danby College**

NVQ Level 2 Certificate in Body Massage

Beauty Therapy NVQ Level 2

Body Massage Certificate

#### **1995 Thomas Danby College**

NVQ Beauty Therapy Level 2

International Health & Beauty Council - Body Massage Certificate

#### **1982 Corpus Christi High School**

O level- English,Maths,Biology,Cooking

CSE - Art,Spanish

### **Product Training:**

#### **March 2013 ASP,Cuccio and Salon Services**

Cuccio uk - Nottingham

ASP - Educator Training Diploma

Cuccio - Educator Training

Salon Services Educator Training

#### **September 2008 Dermalogica**

International Dermal Institute - York

Dermalogica Live- Retail

Face Mapping for the Prescriptive Retail

Lecture Congress

Dermalogica Live - Professional

The Face Treatment

Age Smart

Sun,Skin and Smart Defence

**October  
2003**

**Nails Systems International**

Nail Systems International - Manchester

Training and Education course in Nail Technology incorporating the City and Guilds standards for Beauty Therapy Level 2 and Level 3

Manicure and Pedicure - bio solutions

Acylic Application Techniques

Balance Gel System

**September  
1999 CND - Radical & Retention+**

Designer Nails Training Academy -Leeds

- Creative Nail Training in-
- 4 day foundation in liquid and powder
- Balancing Act - Advanced
- Lets get real - Advanced

**September  
1999 Creative Nail Design**

Designer Nails - Leeds

Crative Nail Design Course

4 day Foundation Acrylic Nail Course

Advanced courses - Lets get real and Alancing Act

## **Vocational Qualifications**

- Bussiness Admistration
- Clait
- Voccert
- Word Processing

## **Hobbies and Interests**

- Gym and fitness classes
- Dance classes
- Snowboarding
- Yoga
- Cake Decorating

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