

# **Curriculum Vitae**

**Female**

**D.O.B. 03 August 1990**

**Number of years working in industry: 12 years 6 months**

**Candidate ID Number:** 20714

**Nationality:** British

**Language Skills:**

Fluent: English

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

**Position Sought:** Hair Stylist

## **Personal Statement**

I am a hardworking and enthusiastic Hairdresser.

I completed my VRQ Level 2 Hairdressing Qualification in April 2014 with Distinctions in both Theory and Practical.

Whilst completing my Hairdressing Qualification, I gained a vast amount of in-salon experience.

I have been working part time since August 2013 in a modern Hair and Beauty Salon as a stylist, building my skills, experience and clientele as well as bringing in regular business for my employer.

I am efficient and a quick learner and can easily adapt to new environments and tasks I am presented with. I have 10 GCSE's at C or above, (including Maths and English), 2 A Levels in Health and Social Care (CD) and a BTEC in Sport (PASS, several Merits achieved).

As evidenced by my enclosed Curriculum Vitae, I have always been in employment. This has given me a wealth and understanding of working with others and has enabled me to build my confidence when working alone or within a team. The duties I have performed in my current and previous jobs have helped me become an excellent communicator with a variety of age groups.

I believe that the skills, knowledge and experience I have gained will be invaluable to you and your business.

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

## **Employment History:**

**August 2013 - Present - Hair Stylist** at (most recent employer hidden for confidentiality) PENSBY, WIRRAL, MERSEYSIDE, UK - United Kingdom, (High Street Salon)

### **Duties included:**

ADVISING CLIENTS AND USING CREATIVITY TO FULFIL REQUIREMENTS

CUTTING, STYLING, BLOW DRING, COLOUR SERVICES, HAIR UP ETC

CLEANING WORK STATIONS

BOOKING APTS, HANDLING CASH/USING CARD TERMINAL

PROVIDING REFRESHMENTS

ASSISTING OTHER STYLISTS

BUILDING OWN CLIENT BASE WHILST WORKING WITH OTHERS IN THE SALON

STOCK CONTROL, MANAGEMENT, ORDERING

**Products worked with:**

TIGI

BED HEAD

OSMO

GOLDWELL

LABEL M

**January 2014 - Present - BARISTA** at STARBUCKS, EASTHAM, WIRRAL, MERSEYSIDE, UK - United Kingdom, (High Street Store)

**Duties included:**

CUSTOMER SERVICE

PRODUCING DRINKS TO SPECIFIC TASTES

GENERAL FLOOR WORK

HANDLING CASH

**Products worked with:**

STARBUCKS PRODUCTS ONLY

**June 2013 - January 2014 - GRAPHIC DESIGN AND PRINTING ASSISTANT** at COMPUTER BUSINESS FORMS, BROMBOROUGH, WIRRAL, MERSEYSIDE, UK - United Kingdom, (Product Company)

**Duties included:**

CUSTOMER SERVICE

ANSWERING TELEPHONE, GENERAL ADMIN

WORKING IN THE FINISH ROOM

JOB LOGGING/STEPPIN GUP

INVOICING AND STOCK ORDERS

**Products worked with:**

XEROX AND OTHER RELEVANT PRINTING FIRMS/PRODUCTS

**August 2011 - June 2012 - SECRETARY** at BUCKLE ADVANCED DENTAL CARE, THORNTON HOUGH, WIRRAL, MERSEYSIDE, UK - United Kingdom, (Hospital / Medical Clinic)

**Duties included:**

TYPING

APPOINTMENT CO-ORDINATION

CUSTOMER SERVICE & CARE

GENERAL ADMIN

**Products worked with:**

INVISALIGN

AMERICAN PRODUCTS AND DENTAL PRACTICES

ORAL B

SENSODYNE

**August 2009 - July 2011 - SECRETARY** at BYROM CLARK ROBERTS, CHESTER, CHESHIRE, UK - United Kingdom, (Product Company)

**Duties included:**

AUDIO TYPING OF INVOICES, LETTER STYLE REPORTS, LEGAL DOCUMENTATION

GENERAL ADMIN E.G. FILING, ANSWERING TELEPHONE, DEALING WITH ENQUIRIES, POST ORGANISATION

**Products worked with:**

BUILDING PRODUCTS

STATIONARY ETC...

**Education and Qualifications:**

**2014 COLEG CAMBRIA, DEESIDE, WALES**

VRQ LEVEL 2

VRQ L2 HAIRDRESSING

**2014 COLEG CAMBRIA, DEESIDE**

VRQ LEVEL 2 HAIRDRESSING

**2008 PENSBY HIGH SCHOOL FOR GIRLS**

A LEVEL APPLIED VOCATIONAL HEALTH AND SOCIAL CARE DOUBLE AWARD

BTEC SPORT NATIONAL AWARD

GCSE'S INCLUDING MATHS, ENGLISH, SCIENCE, PE, RE, IT, GEOGRAPHY, HEALTH AND SOCIAL CARE.

**Product Training:**

**April 2014 LEVEL 2 HAIRDRESSING TIGI COLOURING PRODUCTS**

COLEG CAMBRIA, DEESIDE, WALES, UK MODE HAIR AND BEAUTY, PENSBY, WIRRAL

FULL VRQ L2 HAIRDRESSING INCLUDING THEORY AND PRACTICAL

EDUCATED IN REGARD TO TIGI'S PRODUCTS AND HOW THEY WORK ON THE HAIR.

**Vocational Qualifications**

JUNIOR SPORTS LEADERSHIP AWARD

PLAYER OF THE SEASON/MOST VALUED PLAYER FOR NATIONAL AND LOCAL VOLLEYBALL SQUAD

INVISALIGN TRAINING COURSE

FOOD HYGIENE COURSE (NOW EXPIRED)

**Hobbies and Interests**

IN MY SPARE TIME, I LIKE TO GET LOST IN A BOOK, OR WATCH A GOOD FILM. I ALSO ENJOY COOKING, GOING ON OUTINGS AND DOING PUZZLES.

My team working and leadership abilities transfer into my hobbies. I played volleyball for my county and earned 3 gold medals playing for Local League. I was also chosen to for National League and have been voted "Most Valued Player" and "Player of the Season". Playing volleyball requires both significant team work and also independent decisions in order to compete at a high level. I have also coached volleyball to young children, with a view to them joining our National League team in the near future.

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