

Curriculum Vitae

Female

D.O.B. 28 March 1975

Number of years working in industry:

10 years 9 months



Candidate ID Number: 23968

Nationality: Polish

Language Skills:

Fluent: English, Polish

Basic: Russian

Permitted to work in: European Union, UK - United Kingdom

Position Sought: Massage Therapist, Holistic Therapist, Complementary Practitioner

Personal Statement

I would like to work for a reputable and professional establishment where my enthusiasm and abilities will mutually beneficial and asset to both the success of my career and the success of the company.

I have excellent attention to detail, organisational, interpersonal and listening skills. Possess mature temperament with creative approach to build holistic experience.

I have keen interest in overall wellness and healthy life choices. I believe that my strong interest in health care and wellness, interpersonal skills, qualifications and extensive track documentation of working in various roles paired with good secretarial and IT skills would allow me to quickly become a valuable team member within your company.

Seeking to work in the UK

Employment History:

October 2008 - Present - Catering Assistant at (most recent employer hidden for confidentiality) London, UK - United Kingdom, (Hospital / Medical Clinic)

Duties included:

- providing high standards customer service, assisting customers with inquiries in professional friendly manner
- preparing orders and offers, monitoring supply deliveries, maintaining optimum amount of stock
- ensuring that all standards are maintained relative to security, maintenance Health & Safety and cleanliness of the catering Department
- participating in staff trainings
- sales target achievement and company reputation is enhanced
- gaining experience of work fast and under pressure within a team and complete on time

November 2006 - September 2008 - Housekeeper at Self employed, London, UK - United Kingdom, (Home/Mobile)

Duties included:

- Maintaining high standards of cleanliness and presentation in house areas, monitoring laundry bags, distributing lines and replacing dirty with clean items,

November 2004 - January 2006 - Sales Assistant at Carreblanc, Warsaw, Poland, (Product Company)

Duties included:

- In charge of the favorite brand home linen products, in the busy mall, ensuring excellent customer service, managing stock, preparing purchase forecasts, orders, and offers. Making eye catching display
- developing skills to work alone and take responsibility for own action, showing initiative and creativity

April 2000 - July 2004 - telemarketer at Pharma Marketing, Warsaw, Poland, (Product Company)

Duties included:

- Marketing research for pharmaceutical industry. Managing medical data to ensure its accuracy. Improving communication skills, regularly achieving increased daily call target working under pressure.

May 1995 - March 2000 - Sales Assistant at SG Trade Solo, Warsaw, Poland, (Product Company)

Duties included:

- Managing stock and promoting fabrics. Developing ability to create/visualize and idea of clothes, designing them by hand.

Education and Qualifications:

2002 London, Warsaw

diploma

- Work Safe Training
- Swedish massage
- Vipasana meditation
- Diploma in Secretarial and IT skills (level 1-3)

2014 Westminster University

- BSc Natural Therapeutics
- Key modules included: Pathophysiology, Differential Diagnosis, Dietetics and Dietary Therapy, Therapeutic Approaches to Body Work and Naturopathic Clinical Therapeutics (aromatherapy, reflexology, hydrotherapy, lymphatic and Swedish massages, stress management, life style advices).

2005 University of Tourism, Gastronomy and Hospitality

- BSc Tourism and Recreation
- Key modules included: Geography, Marketing, Economics, Law in the Hotel.

Vocational Qualifications

Keen interest in health care and overall wellness. Enjoy massages, herbal medicine, nutrition, aromatherapy, yoga and various relaxation techniques. Love Mozart music and acrylic paintings.

CV created at www.spastaff.com

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