

Curriculum Vitae

Female

D.O.B. 20 June 1984

Number of years working in industry:

11 years 10 months



Candidate ID Number: 39275

Nationality: British

Language Skills:

Fluent: English

Permitted to work in: UK - United Kingdom

Position Sought: Beauty Therapist, Massage Therapist, Retail Professional

Personal Statement

I'm a hardworking individual with a motivating and welcoming presence I know how to make people look and feel good I work to the highest standard and will always go above and beyond for my team or clients.

my life goal at present is to live and work in another country exploring new people and cultures.

Seeking work in international locations

Employment History:

March 2014 - Present - Beauty Therapist at (most recent employer hidden for confidentiality) London, UK - United Kingdom, (Day Spa)

Duties included:

- Waxing
- Massage
- Manicures and pedicures
- Tanning
- Eyelash tinting and eyebrow dying
- Facials
- stock takes
- Handling cash
- managing rota's
- Retailing stock and treatments

November 2015 - Present - Retail Professional at 24 seven, London, UK - United Kingdom, (High Street Store)

Duties included:

- welcoming and assisting customers
- Greeting customers who enter the shop.
- Be involved in stock control and management.
- Assisting shoppers to find the goods and products they are looking for.
- Being responsible for processing cash and card payments.
- Stocking shelves with merchandise.
- Answering queries from customers.
- Reporting discrepancies and problems to the supervisor.
- Giving advice and guidance on product selection to customers.

- Balancing cash registers with receipts.
- Dealing with customer refunds.
- Keeping the store tidy and clean, this includes hovering and mopping.
- Responsible dealing with customer complaints.
- Working within established guidelines, particularly with brands.
- Attaching price tags to merchandise on the shop floor.
- Responsible for security within the store and being on the look out for shoplifters and fraudulent credit cards etc.
- Receiving and storing the delivery of large amounts of stock
- Keeping up to date with special promotions and putting up displays.

Products worked with:

Yves saint laurent, Lancôme, Armani, L'Oréal, victor&rolf, urban decay

June 2010 - March 2014 - Clerical officer at Moorfields eye hospital, London, UK - United Kingdom, (Hospital / Medical Clinic)

Duties included:

- Clerical officer
- Moorefield's Eye Hospital London
- Answering the telephone in a polite manner.
- Ensure prompt referral of enquiries to the relevant person.
- Provide clear and effective information and communication.
- Demonstrate appropriate behaviour towards patients, relatives, visitors and to members of staff throughout the Trust.
- Open and sort incoming mail.
- Sort and log referral letters returned following scrutiny.
- Register the patients onto the PAS system checking carefully for the accuracy of all information and ensuring as far as possible all data fields are filled.
- contacting the GPs if required for missing information.
- Make appointments by telephone or by letter, and send out patient appointments being careful to follow clinic profiles and the priorities assigned by the clinical staff.
- Once case notes are located ensure all the patients' Health Records are appropriately tracked to the service using the electronic case note tracking system

Education and Qualifications:

2016 The training rooms

ITEC

- Level 2 & 3 beauty therapy
- waxing
- facials
- eyelash/brow tinting
- manicure
- pedicure
- make up
- full body massage
- hot stone therapy massage
- aromatherapy massage
- indian head massage
- microdermabrasion
- threading
- gel polish application

2008 Carton institute of beauty

Diploma

- Beauty therapy level 2 diplomas
- eyelash tinting
- eyebrow tinting
- facials
- waxing
- Make up

- face painting
- Spray tanning
- eyelash perming
- manicure
- pedicure

2000 Woodside community school

- Maths
- english
- science
- food tech
- georaphy

Product Training:

**March
2014**

Dermatude

Nouveau beauty group London

Electrical facial that penetrates through the dermis using a subjectable and an 18point needle pen

Vocational Qualifications

First aid

Hobbies and Interests

I love to socialise and meet people I'm so interested in people ,I love to read and listen to music

CV created at www.spastaff.com

