

# Curriculum Vitae

**Female**

**D.O.B. 03 July 1963**

**Number of years working in industry: 25 years 8 months**

**Candidate ID Number:** 43811

**Nationality:** British

**Language Skills:**

Fluent: English

Basic: Spanish

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

**Position Sought:** Spa Manager, Salon Manager, Spa Co-ordinator, Assistant Manager, Treatment Manager / Spa Trainer, College Tutor, Hair Stylist, Area Sales Representative, Retail Professional

## Personal Statement

Excellent interpersonal skills managing and building teams

I am a people person who likes to meet new people, have new challenges and has a passion to travel each day is a new day, always something new to learn and experience a zest for life

Seeking work in international locations and cruise ships within the spa wellness industry

## Employment History:

**February 2014 - Present - Salon Manager** at (most recent employer hidden for confidentiality) Ringwood, UK - United Kingdom, (High Street Salon)

### Duties included:

- Responsible for hiring staff, training of staff, standards of customer service, client record cards
- Marketing budgets, leaflet distribution, fb campaigns
- running a column, checking staff targets and the staff running their columns
- health and safety of salon and equipment
- Professional and financial, recruitment and organization of staff, Educational skills days.
- Customer service, Appraisals and performance reviews of staff and figures. Client base, marketing of salon.
- Educational and marketing and market research.

### Products worked with:

- Paul mitchell
- Swartzcopt
- Montibello
- Mavala
- Orly gel fx
- Loreal
- Gerwahl
- Eve taylor

**October 2017 - October 2017 - Salon Manager** at regis-salisbury, salisbury - wiltshire, (5 Star Hotel Spa)

### Duties included:

monetary monitoring, stock checking, team building,

**Products worked with:**

paul mitchell, tigi ,kerastase,redkin

**June 2008 - June 2014 - College Tutor** at L and F Inspired Hair Academy (satellite salon), Ringwood,, UK - United Kingdom, (College)

**Duties included:**

- Set up training environment within my own salons.
- Source, recruit students, sign up for funding,
- track progress through assessment methods.:
- Follow nvq / diploma 11,12,13
- hairdressing programs start to finish.
- Take students to and from main Centre's.
- health and Safety, pastoral duties.

**June 2013 - June 2014 - College Tutor** at SOUTHAMPTON college, Hampshire , UK - United Kingdom, (College)

**Duties included:**

Lecturer/Assessor in Hairdressing and Barbering part/time position

Duties; Planning / teaching of courses through structured methods. Assessment / exam arrangements. Initial assessment of student skills. Pastoral duties: medical, safeguarding, emotional. Mentoring of students Team working

**February 2005 - February 2014 - Spa Consultant** at j Jagged edge hair creations, Ringwood, UK - United Kingdom, (High Street Salon)

**Duties included:**

- All management and financial day to day duties of running a salon.
- Running a client base,
- Wedding Hair specialist,
- coloring hair specialist,
- Educational skills days including competitions,
- Recruitment of staff,
- staff appraisals,
- customer service skills,
- monetary and banking of monetary funds.
- Accounting.
- Marketing, working with local schools for training aweness and industry awareness.
- ensuring targets are met
- advertising and advertising budgeting

**Products worked with:**

- wella colours and styling products
- paulmitchel
- hempz
- chill
- osmo
- mavala nails
- bio sculpture nails
- loreal
- swartzcopt

**June 2000 - February 2005 - Owner** at J Jagged Edge Hair Creations, ampshire, Dorset and Wiltshire, UK - United Kingdom, (Home/Mobile)

**Duties included:**

- Freelance hair,
- nails and beauty business (home address) Services offered;
- Wedding specialist,

- color specialist.

## Education and Qualifications:

### 2012 southampton city college uk

p.t.t.l.s l4 degree equivalent

- wedding hair specialist, colour specialist, hair loss knowledge , gents stylist
- manicure services
- salon manager
- Level 3 in hairdressing with c24 unit (demonstration unit) CERTIFICATE
- F.A.E.T.C LEVEL 1 CERTIFICATE
- A1 award assessing and planning CERTIFICATE
- P.T.L.L.S LEVEL 4 CERTIFICATE
- Customer service level 2 certificate (to include communications and English)
- Barbering certificate -Professional Continued Development

## Product Training:

**February  
2017**

### **mavala nail system**

- in salon by company trainer
- a up date on mavala nail systems and how to offer the best products for each clients nails

**March  
2016**

### **montibello colour systems**

- in salon with company trainer.
- centre training on manicures and pedicures
- in depth colour training on systems specifi
- oalia non chemical colour without ammonia and ppds
- which colours to choose
- practiced on models

**February  
2016**

### **Montibello treat retail and backwash system**

in salon with company trainer.

events - olymympia trade fairs

loreal seminars

wella seminars

- How each product affects the hair and results achieved for condition styling and after care services

**January  
2016**

### **Rapture rapid hair extension system**

in salon and a training centre

- I have learnt to asses hair quality, check for hair loss and consultion to recommend hair products for this condition.
- Application of rapture rapid hair extension system , colour choice and lenth
- how to remove safly without pulling a roots of hair

## Vocational Qualifications

- Knowledge of Microsoft office skills / programmers
- customer service l3 /4
- travel and tourism l2
- S.t.c.w certificate aug 2017
- crowd management aug 2017

## Hobbies and Interests

- writing,reading,walking,socialising
- cycling
- dance
- polates
- yoga
- meditation

CV created at [www.spastaff.com](http://www.spastaff.com)

