

# Curriculum Vitae

**Female**

**D.O.B. 15 June 1980**

**Number of years working in industry: 21 years 1 month**

**Candidate ID Number:** 59397

**Nationality:** Indian

**Language Skills:**

Fluent: English, Hindi

Basic: Arabic

**Permitted to work in:** India, Vietnam

**Position Sought:** Spa Director, Spa Manager, Salon Manager

## Personal Statement

Seeking work in international locations and cruise ships

## Employment History:

**January 2021 - Present - Spa Director** at (most recent employer hidden for confidentiality) Madikeri, Karnataka , India, (5 Star Hotel Spa)

### Duties included:

Pre-Opening project

### Products worked with:

Skyndor, Forest Essential & Shankara

### Career Break - Family obligation

**December 2018 - July 2020 - Spa Director** at FLC GROUP, Halong, Vietnam, (5 Star Hotel Spa)

### Duties included:

- Establish and maintain the spa financial business plans for the year in liaison with the General Managers & Financial controllers of the company.
- Generating MIS report, generating reports and tracking revenue, profit and loss.
- Ensure all areas in wellness block are operating efficiently to achieve the highest possible revenue and Profit.
- Recruitment, Trades-tests, Inductions, Appraisals and Disciplinary actions
- Spa training schedules, critical path, architecture plans, liaising with contractors and engineers
- Responsible for Preparing of snagging plan
- Sales & Marketing initiatives for internal and external market

### Products worked with:

Elemis, Pevonia, Dessage, Deigo Dalla Palma, Forest Essentials, La Prairie etc

**January 2016 - September 2018 - Spa Manager** at AL NADHA RESORTS & SPAS, MUSCAT, Oman, (5 Star Hotel Spa)

### Duties included:

- Establish and maintain the spa financial business plans for the year in liaison with the General Managers & Financial controllers of the company.
- Generating MIS report, generating reports and tracking revenue, profit and loss.
- Ensure all areas in wellness block are operating efficiently to achieve the highest possible revenue and Profit.
- Recruitment, Trades-tests, Inductions, Appraisals and Disciplinary actions
- Spa training schedules, critical path, architecture plans, liaising with contractors and engineers
- Responsible for Preparing of snagging plan
- Sales & Marketing initiatives for internal and external market

**Products worked with:**

Company own brand

**Career Break** - Traveling

**March 2015 - October 2015 - Spa Manager** at THE OBEROI NEW DELHI, DELHI, India, (5 Star Hotel Spa)

**Duties included:**

- Establish the spa financial business plans in liaison with the Corporate Spa Director, General Manager of the unit and the Financial Controller concerning monthly revenue and expenditures.
- Ensure the department's operational budget is in line and that all costs are strictly controlled and operating efficiently in achieving the highest possible revenue and profit.
- Maintain and preserve the Spa's vision and mission and ensure all employees have a complete understanding and adhere to the policies and procedures and maintain a very high level of hygiene.

Conduct daily and monthly meetings and trainings on a daily basis

**Products worked with:**

LA PRAIRIE

**Career Break** - Job hunting

**October 2012 - August 2014 - Spa Manager** at INDIAN HOTELS COMPANY LIMITED, CAPE TOWN, South Africa, (5 Star Hotel Spa)

**Duties included:**

- Establish the spa financial business plans in liaison with the Spa Division, General Manager of the unit and the Financial Controller concerning monthly revenue and expenditures.
- Ensure the department's operational budget is in line and that all costs are strictly controlled and operating efficiently in achieving the highest possible revenue and profit.
- Maintain and preserve the Spa's vision and mission and ensure all employees have a complete understanding and adhere to the policies and procedures and maintain a very high level of hygiene.
- Conduct daily and monthly meetings and trainings on a daily basis.

**Products worked with:**

JIVA PRODUCTS

**July 2010 - October 2012 - Spa Manager** at INDIAN HOTELS COMPANY LIMITED, HYDERABAD, India, (5 Star Hotel Spa)

**Duties included:**

- Establish the spa financial business plans in liaison with the Spa Division, General Manager of the unit and the Financial Controller concerning monthly revenue and expenditures.
- Ensure the department's operational budget is in line and that all costs are strictly controlled and operating efficiently in achieving the highest possible revenue and profit.
- Maintain and preserve the Spa's vision and mission and ensure all employees have a complete understanding and adhere to the policies and procedures and maintain a very high level of hygiene.
- Conduct daily and monthly meetings and trainings on a daily basis.

**Products worked with:**

**November 2009 - July 2010 - Assistant Manager** at ITC HOTEL, AGRA, India, (5 Star Hotel Spa)

**Duties included:**

Responsible for all operational aspects of the Royal Spa under the guidance of the Corporate Spa trainer/Manager

**Products worked with:**

PEVONIA

**April 2009 - September 2009 - Head Therapist** at Sheraton Dammam, Saudi Arabia, Saudi Arabia, (5 Star Hotel Spa)

**Duties included:**

- Ensure the department's operational budget is in line and that all costs are strictly controlled and operating efficiently in achieving the highest possible revenue and profit.
- Maintain and preserve the Spa's vision and mission and ensure all employees have a complete understanding and adhere to the policies and procedures and maintain a very high level of hygiene.
- Conduct daily and monthly meetings and trainings on a daily basis.

**Products worked with:**

Pevonia and CND

**February 2007 - October 2008 - Senior Therapist** at Hyatt Regency, Dubai, UAE - United Arab Emirates, (5 Star Hotel Spa)

**Duties included:**

conduct treatments as assigned and trained the male colleagues in spa therapy.

**Products worked with:**

Panpuri

**May 2005 - December 2006 - Senior Therapist** at Park Hyatt, Goa, India, (5 Star Hotel Spa)

**Duties included:**

conduct treatments

**Products worked with:**

Forest essential

**November 2004 - February 2005 - Massage Therapist** at Per Aquam - Kurumba Island, Maldives, Maldives, (5 Star Hotel Spa)

**Duties included:**

- conduct body treatments

**Products worked with:**

Elemis

**Career Break** - was waiting for my passport.

**November 2001 - May 2004 - Treatment Manager / Spa Trainer** at Mandarin Oriental- Ananda in the himalayas, Tehri Garwal, India, (5 Star Hotel Spa)

**Duties included:**

- Conduct trainings as per the company standards for new joinees
- Perform Spa treatments

**Products worked with:**

Aveda, Botanica

**Education and Qualifications:**

**2002 SHILLONG COLLEGE**

Degree

Thai Massage

**2001 Shillong College**

Bachelor of commerce

**1997 ST.JOHNS SCHOOL**

Highschool

**Product Training:**

**June 2021 dessange**

**Hobbies and Interests**

Yoga and dancing

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

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