

SAMPLE ONLY - WHILE THE SCHOOLS AND COMPANIES USED IN THIS RÉSUMÉ ARE REAL, THE PERSON IS FICTIONAL. ANY RESEMBLANCE TO REAL PERSONS, LIVING OR DEAD, IS PURELY COINCIDENTAL

# Jane Smith

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*Loyalist College Esthetics graduate seeking a full time entry level esthetician position*

## Qualifications

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- Committed to providing outstanding customer service
- Understanding of various spa products and lines
- Trained on appointment bookings and spa administration
- Mature, reliable and able to handle confidential information

## Education

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### Esthetics & Spa Management Diploma Program

Loyalist College, Belleville, ON – 2015

- Highlights of studies include: Nail Technology, Pedicures, Skin Care, Hair Removal and Nutrition and Health

**Ontario Secondary School Diploma**, Moira Secondary School, Belleville, ON – 2013

## Related Experience

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**Esthetician (Spa Clinic)**, The Spa at Loyalist, Belleville, ON – 2014-15

- Successfully completed four spa clinics which were supervised by program coordinators
- Performed a variety of spa treatments on clients varying in ages from 12 to 65
- Performed client bookings and assisted clients with purchases

**Placement** - The Salon and Illusions Day Escape, Belleville, ON – 2015

- Worked alongside spa professionals observing daily routines and participated in large party appointments for weddings, graduations, etc.
- Prepared work stations and massage rooms for clients
- Ensured all areas were hygienically maintained and met standards set out by management

## Work History

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- **Customer Service**, Old Navy, Belleville, ON – 2013-15
- **Customer Service**, Taste of Country, Belleville, ON – 2011-13

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