

RECEPTIONIST / HAIRSTYLIST
Innovative Placements
(716) 883-1793
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Summary of Qualifications

Highly motivated, professional, licensed **Hair Stylist / Designer** who is passionate about learning new trends in hair technology and working in the field on a lifelong basis. Strong customer relationships builder based on service, support, and follow through. Several years' customer service and office experience in the retail and transportation sectors.

Education

State of New York-Department of State November, 2010
Cosmetology License

Leon Studio One School of Hair Design, Williamsville, NY March, 2010

Utilizing Logics Color System

Cosmetology Graduate

Areas of Training:

- Hair treatments
- Shampooing & Conditioning
- Cutting & Styling
- Waxing
- Manicures
- Make-up application
- Customer Service
- Management Procedures

Buffalo Employment and Training Center (BETC) August, 2004
High School Equivalency Diploma

Experience

Pro Transportation, Hamburg, New York 1/2008 –1/2009
Data Entry Clerk

- Performed data entry and customer service, posted freight data to websites for dispatchers, and answered phone calls. Left this position to pursue an education in cosmetology.

Rainbow Clothing Store, Buffalo New York 2004 – 2006
Sales /Customer Service Associate

- Performed sales transactions and demonstrated award winning customer service.
- Merchandised inventory and created in store displays.
- Performed data entry, entering data into store spreadsheet; operated computer.

Wegmans Supermarket, Buffalo New York 2002 – 2004
Cashier

- Greeted customers and delivers outstanding customer service.
- Performed cash handling and “bagged” groceries in conscientiously and efficiently.
- Recipient of numerous letters of appreciation from customers.