

Mary Joseph

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Objective

To begin a career within a company where I work alongside professional mentors to improve my skills and broaden my knowledge.

Work Experience

*2008 - 2009 | Cosmetologist
ABC Inc., Any Town, NY*

- Customer service.
- Personally greet and serve established clients.
- Responsible for scheduling all appointments over the phone and in person.
- Maintain client files.
- Design contemporary new styles for both genders and a variety of hair types.
- Bookkeeping, deposits and handling of monies.
- Retail sales.

*2005 - 2008 | Cosmetologist
XYZ Corp., Any Town, NY*

- Greeted and welcomed clients.
- Scheduled appointments over the phone and in person.
- Maintained client files.
- Designed new hairstyles for a variety of personalities and life styles.
- Retail sales.

*2003 - 2005 | Cosmetologist, Spa Technician
BCD Inc., Any Town, NY*

- Worked diligently and systematically in order to meet the sales goals of myself and the team.
- Designed and practiced new organizational methods to maximize efficiency & productivity.

Education

University of Illinois, Urbana-Champaign

New York Beauty School

- Creative hair coloring and styling design awards

Skill Sets

Portfolio and References available upon request.

JeffTheCareerCoach.com