

# Robert Smith

## *Freelance Makeup Artist III*

### PERSONAL STATEMENT

Retail sales professional versed in product placement and merchandising. Extensive experience in inventory management and shipment processing. Punctual retail sales professional focused on exceeding expectations and building customer loyalty. Flexible schedule and strong mathematical aptitude. Results- oriented Store Manager focused on increasing profits, reducing costs, inventory management and transforming customer service standards.

### WORK EXPERIENCE

#### ***Freelance Makeup Artist III***

**ABC Corporation - February 1998 - August 1999**

##### *Responsibilities:*

- Traveled Achieved high customer satisfaction for makeup clinics Collaborated with Lancome and high end Department Stores to ensure the delivery of efficient, high-quality service.
- Enhanced company reputation by applying companies products thus enhancing skills Provided coaching, mentoring, and consultation to staff to enhance staff development.
- Consistently received positive feedback from guests on performance reviews.
- Followed the pre-assigned opening and closing procedures for each spa station.
- Called clients to confirm upcoming appointments.
- Communicated all client reservations to appropriate staff.
- Anticipated spa and salon guest concerns and addressed them immediately.

#### ***Freelance Makeup Artist***

**Makeup Artist - 1997 - 1998**

##### *Responsibilities:*

- NY Freelance - Permanent Make-Up Artist Greet customers and ascertain what each customer wants or needs.
- Recommend, select, and help locate or obtain merchandise based on customer needs and desires.
- Color match customer for various foundations such as powder, liquid and cream.
- Provide make-up consultations, makeovers and skin care analysis.
- Describe merchandise and explain use, operation, and care of merchandise to customers.
- Compute sales using POS system by handling checks, cash and credit transactions.
- Met constant sales goals and entered customers into the database..

### **CONTACT DETAILS**

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
[www.qwikresume.com](http://www.qwikresume.com)

### **SKILLS**

Management, Sales,  
Customer Service, Retail  
Management, Retail  
Sales.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company  
Name)  
Reference - 2 (Company  
Name)

**Education**

Cosmetology - (Stanly Community College - Albemarle, NC)