**Weston White**

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To obtain a position in a community driven environment where I can expand upon and utilize my skills to inspire change within myself and others while uplifting those around me to their own personal greatness.

**Studio DNA Salons** February 2012 - Present

151 S. La Brea Ave, Los Angeles, CA, 90036

Salon Coordinator November 2014 - Present

* Generated orders of professional product and retail based on usage, history, and upcoming trends
* Created a team environment where each individual feels of importance to the greater whole of the company
* Developed a partnership with the Assistant Manager that maximized productivity across salon
* Coordinated community-driven events in and out of salon
* Tracked weekly and monthly reports for services, retails, and hours then worked with stylists to create long-term and short-term goals for themselves.

Front Desk Coordinator May 2013 - November 2014

* Responsible for the hiring and training of an effective front desk staff
* Designed service packages that increased visits and retail sales
* Built a thriving social media presence and maintained a steady growth
* Responsible for creating a schedule that maximized efficiency for the space

Receptionist February 2012 - May 2013

* Reorganized protocols and procedures that created more efficiency
* Generated a flowing desk between multiple phone lines, email systems, and personal relations with staff and clients

**The Loft on Broadway** February 2011 - February 2012

3300 E. Broadway, Long Beach, CA, 90803

Receptionist

* Oversaw opening and closing shifts as a key holder
* Prepared in-salon promotions and packages

**Beau Petit Salon** October 2008 - December 2010

1714 W. Park Row, Arlington, TX 76013

Salon Coordinator

* Designed website and social networking sites
* Influenced salon event and functions
* Attended advanced education product knowledge courses

**Education**

Landmark Forum, December 2015

Landmark Advanced Course, January 2016

James Martin High School, Arlington, TX, 3.0 GPA, May 2006

**References available upon request**