

CLIENT SERVICES | PROJECT DEVELOPMENT | TRUSTED ADVISOR

PROFILE

Creative and dynamic results-driven Client Services professional with over five years of experience in establishing and fostering meaningful relationships with clients and colleagues. Diverse industry experience with a proven track-record for effectively prioritizing and managing high volumes of work in a fast-paced environment while adhering to tight deadlines. An agile team player with strong interpersonal skills. Effective attention to detail applied to every project or client.

COMPETENCIES & SKILLS

- Excellent client services
- Sharp problem solver
- Agile team player
- Strong interpersonal skills
- Project coordination
- Time Management
- Construction tools knowledge
- Workplace health & safety
- Attention to detail

Technical proficiencies: MS Office 365

SELECT ACCOMPLISHMENTS

Customer Focus

- Deliver a strong, dedicated service to clients with in depth attention to detail to create a unique and desired result.
- Leverage interpersonal skills to conversate with clients for up to two hours while applying makeup. Utilizes positive language and intentional listening skills to connect and build relationships with clients and a loyal client base.

Project Development

- Executed construction assignments in a timely manner, with a due diligence and great attentiveness to detail
- Vast knowledge gained working in multiple construction environments with an eager attitude to advance in each opportunity presented

Business Administration

- Built and operate a successful and in-demand part-time makeup artistry business, having recruited and delivered exceptional client experiences for many individuals.

PROFESSIONAL EXPERIENCE

CONSTRUCTION LABOURER

Floor-Tek

2017 - Present

FREELANCE MAKEUP ARTIST

Self-Employed

2015-2017

HAIR STYLIST

Aura Hair Group

2012-2017

EDUCATION & PROFESSIONAL DEVELOPMENT

Certified Makeup Artist

The Be.You.Tee Factory

2015

Retail Sales Certification

The Friedman Group

2015

Certificate Name
Horndean Technology College

2015