

PERSONAL INFORMATION

NAME A

 2-9, Tee 6, Tartu, 51010, Estonia

 +372 55661483

 a@khk.ee

Sex Female | Date of birth 28/08/1997 | Nationality Estonia

JOB APPLIED FOR

Beautician

WORK EXPERIENCE

August 2016 – January 2017

Customer Service

Company AA

- Communicating with customers
- Promotion and sale of goods
- Cleaning work surfaces
- Inventory

July 2015 – September 2015

Customer Service

Company BB

- Communicating with customers
- Putting goods on shelves
- Helping in the kitchen
- Preparation of goods

June 2015 – July 2015

Customer Service

Company CC

- Working with children and looking after them
- Communicating with customers
- Preparing and serving food
- Ticket sale
- Introduction of activities

EDUCATION AND TRAINING

February 2017 – Present

Beautician

Tartu Vocational Education Centre, Estonia

- Facial Treatments, Hand And Foot Care, Body Treatments, Eyebrow And Eyelash Care, Hair Removal

2004-2016

Secondary Education

CC Secondary School, Võru County, Estonia

PERSONAL SKILLS

Mother tongue(s) Estonian

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	B2	B2	B2	B2
	Replace with name of language certificate. Enter level if known.				
Russian	A1	A1	A1	A1	A1
	Replace with name of language certificate. Enter level if known.				

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user
[Common European Framework of Reference for Languages](#)

Communication skills Great verbal and writing communication skills.
 ▪ good communication skills gained through my experience as customer service representative and as a member of student council
 ▪ experienced at giving presentations

Organisational / managerial skills Good organisational skills gained through my experience as student council member in high school and as a member in dance school. I have been helping to organize Annual Dance Festival-Competition in Estonia and Student Ball in Võru county.

Job-related skills My job-related skills include doing gellack and make-up for my friends on my free time.

Driving licence B - category

ADDITIONAL INFORMATION

Projects I and my fellow classmates have been representing CC School in European Parliament's project Euroscola two times: in 2016 and in 2015.
 Just like Members of the European Parliament, the students work in groups discussing different topics.