## Marlene Richman

(423)902-3341 youremail@example.com 4215 Posado Street, Reno, NV 89521

#### **Profile**

Creative, knowledgeable, licensed cosmetologist dedicated to client satisfaction and constant improvement. Demonstrated proficiency with a wide range of men's and women's cuts and color skills, extensions, hair braiding, chemical and non-chemical treatments, and special occasion updos.

## **Key Skills**

- Basic layer and clipper cuts, razor, scissors, thinning shears, and tapering
- Hair coloring
- Color correction
- Blowouts
- Hair braiding
- Special occasion hair

#### **Education**

### **Cosmetology Program**

MILAN INSTITUTE OF COSMETOLOGY, Reno NV – May 2019 to June 2020

# Courses Completed:

- Decontamination and infection control
- State laws, rules and regulations for cosmetology, hairstyling, and administrative shop operations
- Shaving
- Beard and mustache trimming
- Hairstyling
- Hair tinting and highlighting

### **Professional Experience**

## Part Time Preschool Teacher, Early Learning Centers, Reno, Nevada

August 2016 to May 2018

- Engaged with preschool age children, supporting their social and developmental needs
- Assisted teacher in implementing weekly lesson plans
- Built positive relationships with parents and colleagues
- Restocked supplies needed for lessons and activities
- Maintained clean, orderly, safe environment

# Waitress, Black Bear Diner, Reno, Nevada

June 2014 to August 2016

- Welcome and greet guests
- Inform guests of daily specials
- Serve water and other beverages
- Take food orders and deliver to kitchen
- Deliver food and beverages in a timely manner

### Certification

- State of Nevada Board of Cosmetology Hair Designer License, 2020
- State of Nevada Board of Cosmetology Hair Braiding Affidavit