

Robert Smith

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Learning Leader

SUMMARY

Seeks to obtain a permanent career that provides challenging assignments as well as growth opportunities that will motivate to contribute to the productivity of the company and further develop skills.

SKILLS

Coaching, Leadership Development, Public Presentations, Creative Learning Design, and Development.

WORK EXPERIENCE

Learning Leader

ABC Corporation - November 2006 - March 2008

- Oversee students working on clients.
- Creates lesson plans for an enriched learning experience.
- Managed the T-Zone area by performing mini-classes.
- Administrative work, receptionist, scheduling guests, managing multiple phone lines, quarterly inventory using excel, making travel arrangements.
- Assist in the education of future professionals looking to enter the world of cosmetology and earning their License.
- Take part in creating and developing new Learning lessons for future professionals.
- Supervised and signed off on future professionals guest service experience on the clinic floor on all points.

Learning Leader

Delta Corporation - 2005 - 2006

- Oversee students working on clients.
- Creates lesson plans for an enriched learning experience.
- Managed the T-Zone area by performing mini-classes.
- Administrative work, receptionist, scheduling guests, managing multiple phone lines, quarterly inventory using excel, making travel arrangements.
- Assist in the education of future professionals looking to enter the world of cosmetology and earning their License.
- Take part in creating and developing new Learning lessons for future professionals.
- Supervised and signed off on future professionals guest service experience on the clinic floor on all points.

EDUCATION

Diploma - 2007(The California Academy - Sacramento, CA)