

Tasha S. Wade

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Summary of Qualifications

I am a highly driven, personable and creative individual with valuable experience in customer service and being organized. I hope to utilize my skills and education in a rewarding role in an exciting influential organization. Key strengths include:

- Dynamic individual who prioritizes and multitasks while wearing many “hats”
- Strong communicator with the ability to collaborate effectively with a diverse clientele or colleagues due to having managerial experience
- Experience in Microsoft Office Suite, Data entry, Cash handling, Leadership and Clerical skills, cosmetology, patient care and child care
- Certified cosmetologist and pharmacy technician
- Cosmetology Instructor, Team Lead and Auditor

Experience

Team Lead/Auditor, May 2016-December 2017

Versant Supply Chain/William Sonoma

- Supervised 18+ workers
- Checked product
- Made sure product had correct quantity
- Made sure product was not damaged prior to shipping

Cosmetology Instructor, February 2015- December 2016

Lisa Akbari School of Cosmetology

- Supervised 15+ students
- Created lesson plans and assignments
- Kept record of attendance
- Facilitator for classroom

Manager, March 2012 - February 2014

Martha's Dominican Hair Salon, Memphis, TN

- Cash Handling
- Maintain clean environment
- Able to stand, bend, squat and lift for entire shift
- Direct customer service

CNA, July 2009 - March 2012

Private Duties, Memphis, TN

- Assisted living
- Administer medications
- Daily maintenance of patient
- Custodial duties

Caregiver, May 2006 - February 2009

Little Angels Childcare, Memphis, TN

- Overseer of after school program activities
- Supervise 12+ children
- Prepare meals
- Assist children in studies

Education

Southwest Community College, 2001-2002, Memphis, TN

Empire Education Group, 2011 & 2014, Memphis, TN