

# Liliana Lightcap

## Cover Letter

Dear Hiring Manager:

It's an honor to be considered to potentially add value to your company. The company prides itself in being a trusted partner to various audiences, and having a high quality front line of employees is of utmost importance.

I offer half a decade of leadership experience, with both written and verbal interpersonal skills. I have a variety of different jobs that have given me a plethora of different environments, obstacles, and opportunities making me most equipped for any challenge at hand.

The jobs selected to be presented in this job application highlight the values I previously provided and how they can be used for not only this customer service role, but other roles that you see me more qualified for.

I look forward to getting to utilize my skills and provide value to your well recognized company


Sincerely,


Liliana Lightcap


A handwritten signature in black ink that reads "Liliana Lightcap". The signature is written in a cursive, flowing style.

# Liliana Lightcap

Cosmetologist

 (610) 718-6079

 L.Lightcap19@gmail.com

 2900 Oley Turnpike, Apt i7,  
Reading, PA 19606

## Additional Skills

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Adaptable/Flexible

Detail Oriented

Time Management

Punctual

Inquisitive

## Licenses & Certifications

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Cardiopulmonary  
Resuscitation (CPR)

Cosmetology (Since 2019)



## Career Objective

For approximately a decade I have been perfecting and improving my managerial skills. It's of utmost importance that I face challenges on a daily basis as I am preparing to serve our country as a Lieutenant in Criminal Investigation in the US Air Force.



## Professional Experience

### The Heritage, Reading, PA

*Cosmetologist, Aug 2021 - Present*

- Assisted clients in finalizing and maintaining their public image
- Guaranteed an influx of clientele to ensure business stability

### South Mountain YMCA, Reinholds, PA

*Program Director, Jun 2022 - Aug 2023*

- Supervised counselors/campers to maintain public safety
- Organized main events and daily schedules
- Instructed and instilled life-long skills to participants

### The Pike Cafe, Reading, PA

*Head Hostess, Apr 2016 - Jun 2022*

- Maintained positive customer relations
- Efficiently de-escalate and problem solve customer conflicts
- Structured a cost-effective seating arrangement