

Hailey Smith

Clarksville, TN 37043

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Authorized to work in the US for any employer

Work Experience

Hair Stylist/Assistant Manager

Great Clips - Clarksville, TN

April 2022 to Present

Receptionist

Great Clips - Clarksville, TN

March 2022 to April 2022

- Front desk
- Greeted customers warmly and genuinely
- Assisted in signing in/out customers
- Kept the salon swept and clean
- Kept product shelves organized

Cleaner

US Heating and Air Conditioning - Clarksville, TN

November 2020 to November 2021

- Disinfected commercial cleaning equipment
- General housekeeping duties including, wiping, vacuuming, cleaning, dusting and mopping

Education

Bachelor's in Psychology

Southern New Hampshire University

January 2023 to Present

Student in Cosmetology

Austin's Beauty College - Clarksville, TN

February 2021 to February 2022

High school diploma

Home Life Academy - Clarksville, TN

August 2014 to May 2019

Skills

- Secretarial (1 year)

- Money Handling (4 years)
- Organizational Skills (2 years)
- Customer Service (1 year)
- Typing (3 years)
- Commercial Cleaning
- Front desk
- Retail Sales
- Communication Skills
- Hair Styling (1 year)

Certifications and Licenses

DreamCatchers Hair Extensions

Present

Licensed Cosmetologist

April 2022 to April 2024

Assessments

Retail customer service — Highly Proficient

July 2021

Comprehending and responding to retail customer needs

Full results: [Highly Proficient](#)

Work style: Reliability — Highly Proficient

July 2021

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Highly Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Publications

Rise of the Sentinels

https://www.amazon.com/Rise-Sentinels-H-D-Rodgers/dp/B087H833MH/ref=sr_1_2_sspa?dchild=1&keywords=rise+of+the+sentinels&qid=1627425834&sr=8-2-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEyRThSWkNlVIRUV0kxJmVuY3J5cHRIZElkPUeWODAzNTM5MzdXV

April 2020