

EMILY BERRY

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EDUCATION

Happy High School	Happy, TX
	May 2022
Caviar Academy of Cosmetology	Lubbock, TX
	March 2023
South Plains College	Levelland, Texas

QUALIFICATIONS

- Social – Able to talk to any variety of people.
- Hard worker – Willing to make sacrifices to get the job done to the best of my ability.
- Organized – Keep my workspace clean and get work done efficiently.
- Reliable – Will complete any task given to me to my best ability and will show up to work.
- Active – Able to stand, be on my feet, do laboring tasks, etc.

WORK EXPERIENCE

Berry Cattle Co	Happy TX
<i>Co-owner/feedlot hand</i>	2016 – Present

- Ride Pens to check for sick cattle, check water for pasture cattle
- Process Cattle and give vaccines to keep cattle healthy
- Operate heavy equipment

Kern Plumbing & Electric	Nazareth TX
<i>Head assistant</i>	May 2018 – August 2021

- Mow lawns, weed eat, and shred the ditches.
- Watch the office, answer the phone, assist customers, and restock the shelves.
- Use excel to create flyers and price papers

Waxing the City	Lubbock TX
<i>Studio Coordinator</i>	September 2022 – February 2023

- Check in and out clients, answer phones, schedule/cancel appointments.
- Keep the studio clean and tidy.
- Take inventory of products

Glo & Spa-rkle	Lubbock TX
<i>Patient Coordinator</i>	January 2024-Present

- Set up for procedures, clean rooms, clean dishes.
- Answer phones, schedule appointments, instruct clients on procedures.
- Understand products/procedures.
- Open and close spa.

ACTIVITIES AND HONORS

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| • Licensed Esthetician | • 2019 MOS Word Associate Certification |
| • Derma plane Certified | • Salutatorian |
| • 2019 MOS Excel Associate Certification | • CPR Certified |