**COLLETTE OSTERMILLER**

**4 Sheri Ln**

**Billings, MT 59102**

**406-252-2355**

**kpdafaith@yahoo.com**

**OBJECTIVE:** Seeking a part-time entry-level position that gives me an opportunity to develop additional skills and to work remotely

**ABILITIES**

 ● Excellent customer service skills

 ● Long-term business owner of Ultimate Hair Designs

 ● Dependable, honest, self-starter

 ● Computer skills, Microsoft Word, formatting and design

 ● Licensed beautician, experience with scissors, clippers, curlers, straighteners, and dryers.

**EXPERIENCE**

**Dillards:** Cosmetologist / 2017-2018

 ● Working with hair, cutting, shampooing, styling, coloring, and using chemical solutions, such as bleaches and dyes.

 ● Upselling

 ● Customer service

**Collette’s Hair Care:** Cosmetologist / Owner 2003-2004

 ● Interacting with clients, hairstyling and performing other beauty procedures.

 ● Was responsible for maintaining liability insurance and renewal of business license

 ● Marketed services throughout the Billings Montana area to secure new customers

 ● Promotes and sells beauty products, used cash register

**Ultimate Hair Designs:** Owner / 1994-2000

 ● Interacting with clients, hairstyling and performing other beauty procedures.

 ● Was responsible for maintaining liability insurance and renewal of business license as my license.

 ● Marketed services throughout the Billings Montana area to secure new customers

 ● Prepares hair for styling by analyzing hair conditions.

 ● Shampoos, conditions, and treats hair by arranging, shaping, cutting, and curling hair.

 ● Demonstrates and advises on product use.

 ● Promotes and sells beauty products, used cash register.

 ● Maintains supplies by checking stock, anticipating clients’ needs, and placing orders

 ● Answers phone calls and helps with client inquiries

**Blanco Blanco :** Cosmetologist / 1980-1985

* Working with hair, cutting, coloring, and using chemical solutions such as colors and bleaches.
* Upselling and selling products in competition and winning

**Active Image Hair Designs : /** Leasee

* Interacting with clients, hairstyling, and performing other cosmetology procedures.
* Was responsible for maintaining liability insurance and renewal of my license as well as my business license.

Marketed services throughout the Billings Montana area to secure customers.

**EDUCATION**

**Hardin High School Graduate**

**Coiffure Art’s Cosmetology License**

**References Available Upon Request**

**ADDITIONAL CONTACT INFORMATION**

**406-601-0392**

**kpdafaith515@gmail.com**