

# ASHLEY-MARIE P CORNELIO

## PROFESSIONAL SUMMARY

Seeking position with a reputable company who is looking for an experienced, hardworking, and detail-oriented team player and seasoned manager. Looking for an establishment where my expertise can be utilized to their fullest while being a great asset to your company. Enthusiastic and customer service-oriented Master Barber with a 10 plus-year track record of sales and providing excellent barbering services to all clients. Highly skilled in providing premium haircuts, shaves with straight razor and beard shaping and trimming. Proficient in carrying out sanitation procedures on equipment and while performing services. Has knowledge of Hawaii and Nevada rules and regulations. Positive attitude, excellent communication skills, friendly, and ability to work without direct supervision.

## SKILLS

- Accurate Money Handling
- Outstanding Customer Service
- Training Junior Team Members
- Microsoft Suite
- Adobe Illustrator
- Canva Designer and Template Creation

## WORK HISTORY

### LICENSED MASTER BARBER 02/2022 to Current Sixty-One Barbershop, Honolulu, HI

- Maintained regular client list and successfully handled walk-in customers.
- Completed quality haircuts and styling
- Answered incoming telephone calls and scheduled appointments for clients.
- Styled hair according to customer preferences
- Managed business customer service, responding to requests and concerns promptly
- Completed full and partial shaves with clippers and standard and straight razors
- Educated clients about products and self-maintenance for healthy hair based on needs and preferences
- Built strong and lasting rapport with clients through consistent delivery of requested services and exceptional results

### LEAD MASTER BARBER 01/2019 to 03/2020 Gentleman Jaxs Grooming Lounge

- Greet clients as they arrive and offer them refreshments
- Prep clients for their haircut and consult to determine what type of styling they want
- Operated clippers and shears to create customized looks
- Styled hair according to customer preferences
- Built strong and lasting rapport with clients through consistent delivery of requested services and exceptional results
- Engage in friendly conversation with clients
- Keeping station, tools, and equipment sanitized to Nevada state board regulations
- Barber shop licensed under my master barber license

- Key holder

**LICENSED MASTER BARBER 01/2019 to 03/2020**

**The Art of Shaving, Venetian**

- Greet clients as they arrive
- Prep clients for their haircut and or shave
- Cut and style clients' hair to their specifications
- Perform premium and luxurious services to all clientele
- Engage in friendly conversation with clients
- Keeping station, tools, and equipment sanitized to Nevada state board regulations
- Barber shop licensed under my master barber license
- Educated clients about products and self-maintenance for healthy hair based on needs and preferences
- Managed complex appointment schedule for high-volume client base
- Promoted business with effective sales and marketing strategies

**SHAVE CONSULTANT/KEY HOLDER 01/2015 to 01/2017**

**The Art of Shaving, Venetian/Palazzo**

- Provide welcoming and knowledgeable customer service
- Meet individual sales plan targets
- Track and report individual performance
- Fulfill opening and closing duties, including end-of-day cash and credit card reporting
- Manage Barber Spa appointment book (where services are available)
- Perform merchandising duties, including stock replenishment throughout shift
- Assist in cleaning and maintenance of the store as needed
- Operate cash register
- Perform assigned duties under the guidance of the Store Manager
- Observe and monitor loss prevention measures

**LICENSED MASTER BARBER 01/2016 to 01/2018**

**Pro Cuts Barbershop**

- Greet clients as they arrive
- Prep clients for their haircut and consult to determine what type of styling they want
- Cut and style clients' hair to their specifications
- Engage in friendly conversation with clients
- Keep station, tools, and equipment sanitized and in good condition according to State regulations
- Ensure you have the proper products in stock for future clients
- Key holder

**STORE MANAGER 01/2013 to 01/2015**

**Hawaiian Fire Inc**

- Managed inventory control, cash control, and store opening and closing procedures
- Managed store employees successfully in fast-paced environment through proactive communication and positive feedback
- Trained new employees on proper protocols and customer service standards
- Completed point of sale opening and closing procedures
- Tracked trends and suggested enhancements to both challenge and refine company's product offerings
- Placed orders for merchandise consistent with quality, quantity and other specification

- requirements
- Investigated and documented thefts and suspicious activity to improve issue prevention

#### **1ST ASSISTANT MANAGER 01/2011 to 01/2013**

##### **Zumiez Inc**

- Supervised day-to-day operations to meet performance, quality and service expectations
- Made hiring recommendations to increase company's productivity and profitability with quality workers
- Monitored cash intake and deposit records, increasing accuracy, and reducing discrepancies
- Completed regular inventory counts to verify stock levels, address discrepancies, and forecast future needs

#### **RECEPTIONIST/PARTY COORDINATOR 01/2006 to 01/2008**

##### **Pigtails and Crewcuts**

- Responsibilities included booking, planning, setting up and cleaning up for parties
- Receptionist responsibilities include but not limited to open/close duties, inventory, stock, cashier, checking clients in/out and assisting manager in other shop duties
- Performed event coordination for larger parties and gatherings
- Consulted with customers to determine objectives and requirements for events

#### **SURF INSTRUCTOR/PHOTOGRAPHER 01/2000 to 01/2002**

##### **Hawaiian Fire Surf School**

- Teach beginner student's the proper and safest technique for surfing
- Ensure the safety of students
- Increased revenue by upselling services and recommending property facilities for different needs
- Monitored changing weather and ocean conditions with potential to impact surf activities
- Documented class activities, maintained paperwork and collected payments.
- Informed guests of good ocean practices and surf etiquette
- Took photos from different angles and perspectives to capture perfect images
- Captured stunning images for variety of clients

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## **EDUCATION**

**Kapio'lani Community College/University of HI Community Colleges**, Honolulu, HI  
**Associate of Arts**, Hawaiian Studies, Expected in 05/2025

**Nevada Barber College**, Las Vegas, NV  
**Barber License**, Barbering, 01/2016

**Hawai'i Institute of Hair Design**, Honolulu, HI  
**Barber License**, Barbering, 01/2010  
Barber License for State of Hawai'i

**St. Francis High School**, Honolulu, HI  
**High School Diploma**, 2003

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**VOLUNTEER WORK**

- Provide strategic leadership and guidance to support the mission and goals of the American Foundation for Suicide Prevention.
- Act as an ambassador and advocate for the organization, promoting awareness and driving initiatives for suicide prevention.
- Support fundraising efforts and donor cultivation to secure resources for the organization's programs and initiatives.
- Organize and coordinate impactful events such as the "Out of Darkness Walk 2022" and "Hike for Hope 2022-2023" to raise awareness and funds.
- Collaborate with board members, staff, and volunteers to ensure effective governance and foster a positive organizational culture.

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**CERTIFICATIONS**

- Licensed Barber - State of California
- Licensed Barber - State of Nevada
- Licensed Barber - State of Hawai'i