

Charlotte Carroll

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26325 Old 41 Road,
Bonita Springs, FL 34135

201-450-8899

CharlotteCarroll8367@gmail.com

Skills

-Owned and operated a salon and day spa

-MS office

-Payroll and hiring

-Scheduling

-Interpersonal Skills

Experience

Rental Property Management

July 2020-Present, Bonita Springs

Responsible for the overall financial and operational management of residential, commercial, and industrial properties. Addressing tenant concerns, collecting rent, dealing with maintenance, and managing the budget

Thruway Direct Last Mile Delivered /Director of Operations

July 2014 - July 2020, Palm Springs, FL

Recruiting, screening, interviewing and placing workers. As well as handle employee relations, payroll, benefits, and training.

All Day Spa / Owner/Operator

May 2004 - June 2014, Davie, FL

Financial management,staff development, marketing, sales, project management and delegation, time management and networking

Club Hair and Nails/ Owner/Operator

July 1998 -April 2004, Fort Lauderdale, FL

Financial management,staff development, marketing, sales, project management and delegation, time management and networking

Education

Keiser University/ Associate of Science

September 2007 - August 2009, Daytona Beach, FL

Diagnostic Medical Sonography

Perform diagnostic procedures, obtain diagnostic images, and

analyze technical information to assist in obtaining a medical diagnosis for patients.

Romar School of Beauty / Cosmetology License

August 1990 - May 1992, North Lauderdale, FL

Fundamentals of hair cutting and coloring, shampooing and rinses, chemical waves, relaxers, hair removal, facials, make-up, scalp and hair treatments, wigs and Florida law and rules for cosmetology.