

# Lucy Damaryan

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466 East Palm #201

(818) 331-6727

## Objective

To obtain a position with a company that will benefit from my skills and experience, while providing challenges that will enable me to develop my expertise in the field.

## Employment History

2/2010 – Present

**Joseph Martin Salon (Hotel Bel Air/Beverly Hills Hotel)**

### ***Master Stylist & Color Specialist***

Servicing high-end clientele with various needs, including blow-drying, color correction, highlights, color block and creative cutting

4/2009 – 2/2010

**Bella Nella Salon & Spa**

### ***Master Stylist & Color Specialist***

Servicing high-end clientele with various needs, including blow-drying, color correction, highlights, color block and creative cutting

2/2007 – 2/2008

**LandAmerica Gateway Title Company**

### ***Account Executive***

Providing title insurance and services to clients in the San Fernando Valley. Resolving issues to ensure timely transaction completion. Demonstrating expertise, attracting new clientele, and providing unsurpassed customer service.

1/2001 – 1/2007

**First American Title Company**

### ***Lead Customer Service Representative***

Providing excellent customer service to realtors, mortgage brokers, bankers and lawyers from the first contact to request property information through the close of the transaction, ensuring satisfaction at all times throughout the process. Supervising and motivating 15+ employees.

2/1998 – 1/2001

**Bank of America**

### ***Teller***

Handling large sums of cash, providing excellent customer service, and resolving client issues quickly and efficiently. Identifying client deficiencies and expanding current business.

### **Computer Skills**

MS Office, Adobe, Typing (55+ wpm), SuperWrite (80 wpm), DataQuick (Tops), Win2data, Data Trace, DTS Data Tree, Promax2, FAST Title and Escrow, Trust 32 (Banking) Accounting, Payroll

### **Professional Skills**

- Providing exceptional service to high-end clients, developing and maintaining excellent client relations
- Ability to work in a fast-paced environment and multitask
- Diplomatically resolving client complaints as needed
- Accurately calculating and handling daily deposits and other transactions; maintaining all record-keeping procedures without error
- Ability to follow instructions, as well as make decisions with no supervision
- Motivating and supervising employees; delegating responsibilities to meet company goals and expectations
- Searching title chains and reading plat maps

### **Education**

2007 – 2008

**Paul Mitchell The School**  
***Licensed Cosmetologist***

### **Reference**

*Available upon request*