KAYLA BROOKS

SHAMPOO ASSISTANT

CONTACT

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Austin, TX

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SUMMARY

Shampoo assistant at a 14-chair Austin salon, handling shampooing, scalp massage and toners for about 25 clients a day while finishing a cosmetology program. Keeps bowls and tools to state sanitation rules, handles blow-drying when stylists run behind and turns clients fast on Saturdays. Brings 2 years of front-desk customer service and retail sales.

SKILLS

- Shampooing
- Scalp Massage
- Toners
- Deep-Conditioning Treatments
- Blow-Drying
- Sanitation
- Scheduling Software
- Retail Sales
- Customer Service
- Multitasking

EDUCATION

Certificate (in progress)

06/2027

Austin Community College

Austin, TX

Cosmetology

CERTIFICATES

Barbicide Certification

03/2025

Barbicide

EXPERIENCE

Shampoo Assistant 03/2025 - Present

Rainey Street Hair Co. Austin, TX

Part-time assistant at a 14-chair salon known for color and extensions.

- Perform shampoo, conditioning and scalp massage for about **25** clients a day across 6 stylists.
- Apply toners, glosses and deep-conditioning treatments as directed, timed to each stylist's book.
- Maintain sanitized bowls, capes and tools to state board rules, with zero findings on 2 inspections.
- Run towel laundry and the color bar setup each morning so the first clients start on time.

Guest Services Associate 06/2023 - 02/2025

Lakeline Fitness Club Cedar Park, TX

Part-time front desk role at a 2,000-member fitness club.

- Checked in 300 members a shift and answered billing and class questions at the front desk.
- Booked personal training sessions in the scheduling software, adding about 20 sessions a month.
- Sold day passes, drinks and supplements, reaching 110% of the monthly add-on goal.
- Organized towel service and lost-and-found, cutting towel complaints by half.