



## **Curriculum Vitae:**

Eliza Depusoir,  
Obertorplatz 3,  
CH - 4310 Rheinfelden

Diploma in Business Studies

Dipl. Mental Health Nursing    Dipl. Holistic Massage

Date of Birth: Oct 22<sup>nd</sup> 1976    Marital Status: Married    Nationality: British

## **Professional Profile:**

Qualified in Business Studies, having worked in various office environments and in different European countries. Experienced in job roles such as administration, credit-control, telesales, receptionist, and data entry (40 words per minute). Possess a well structured approach, with excellent time management skills, works well under pressure demonstrated by a successful history of self-employment.

Seeking employment, working from home, due to a subsequent move to Switzerland. This will allow for working using English as a first language.

## **Skills:**

- ☐ **Possesses excellent interpersonal skills, due to having worked with clients in general administration and as a receptionist, Telephonist, nurse, cleaner and masseuse.**
- ☐ **Very good communicator, due to ability to develop and maintain rapport with staff and clients very quickly.**
- ☐ **Works well as a part of a team or independently, demonstrated by positive feedback from clients and management alike.**

- ☐ **Highly organised person and able to manage time effectively and efficiently.**
- ☐ **Excellent attention to detail and sensitive to the needs of others.**
- ☐ **Very good time keeping and very well presented.**
- ☐ **Fluent in English, Danish and basic understanding of German**

## **Work History**

2012 to current	Self-employed    Massage Therapist, Ireland Cleaning company, Ireland    2003 to 2007 Community Mental Health Nurse, UK
1996-1997	MFI Financial Services, WGC, Herts, UK
1995-1996	Reeds Employment Agency WGC, Herts, UK
1994-1995	Exchange and Mart Magazine, Poole, Dorset
1993-1994	Free Ads, Poole, Dorset, UK

## **Universities**

2015	<b>Holistic College Dublin</b> Diploma in Holistic Massage ITEC Level 3 and Certificate in Sports massage therapy
2003	<b>University of Hertfordshire-Hatfield, UK</b> Bachelor Mental Health Nursing
1993	<b>Poole and Bournemouth Colleges</b> Diploma In Businesss Studies

## **Education**

2015	<b>Diploma in Holistic Massage ITEC Level 3 &amp; Certificate in Sports massage therapy</b>
2003	<b>Diploma Mental Health Nursing</b> University of Hertfordshire - Hatfield,
1993	<b>Diploma In Business Studies</b> Poole and Bournemouth Colleges
1992	<b>GCSE – A Level</b>