

CACAPON STATE PARK

TEMPORARY EMPLOYMENT OPPORTUNITY

COSMETOLOGIST

Under supervision of the Spa Manager and Assistant Spa Manager, Cosmetologist is assigned to Cacapon Resort State Park Spa and may travel to Berkeley Springs State Park upon request. Must adhere to all applicable local and state licensing laws and regulations related to Cosmetology services provided, including following any applicable law pertaining to maintaining a current Cosmetologist license. Must maintain current license and complete required C.E.U.'s. Consistently offer professional, engaging and friendly service. Perform beauty and wellness services for guests, including but not limited to skin care services, body treatments, waxing, nail services, makeup, and hair services.

- Assist in monitoring the inventory of spa supplies and submitting purchasing requisitions when needed
- Collaborate with the rest of the spa staff to keep the work area clean and create a pleasant atmosphere for clients
- Participate in all company training sessions to learn various treatments, services, and product knowledge.
- Stay up to date with the latest spa products, trends, and techniques to ensure that guests are satisfied with the services provided.
- Maintain high standards of cleanliness and sanitation in work areas at all times.
- Follow all safety and sanitation policies.
- Providing high-quality manicures and pedicures, which includes removing old nail polish from fingernails and toenails, cleaning nails, shaping the ends of nails, pushing back cuticles, and applying new polish based on clients' preferences. Massage of legs, feet, hands and arms.
- Applying artificial nails. Shellac, Dip, and Acrylic application and removal.
- Evaluating the condition of clients' nails and advising them on proper nail care and suitable nail care treatments.
- Sanitizing all instruments and equipment before and after each use.
- Ensuring that workstations are kept clean and orderly. Help maintain professionalism and cleanliness of nail area, treatment rooms, and common areas.
- Proper set up and cleaning of stations, treatment rooms, nail tables and pedicure tubs.
- Proper set up and cleaning of implements, towels, and products used in service.
- Demonstrates and promotes retail products for sale.
- Update and maintain confidential customer information records, such as services provided.
- Consult with guests to gather pertinent medical information.
- Schedule appointments. Ability to utilize spa software.
- Body waxing
- Various Facial and body treatments.
- Restock supplies and resources for sessions.
- Work with salon management to create marketing programs designed to attract more guests.

- Greet guests as they enter the spa
- Listen to each guest's needs and provide information about available spa services
- Provide other cosmetic treatments and procedures as needed
- Strong communication, listening, and customer service skills
- Attention to detail
- Upselling products and services
- Assist in training of new employees.
- Uniform required.
- Perform other duties and responsibilities as assigned.

Must have scheduling flexibility. Weekdays, Weekends, and Holidays required.

Hourly range: \$18.00-\$20.00

Additional compensation: Gratuity