

Nail Technician

**Reports to:** Spa Director

**Classification:** Hourly/Commissioned + Gratuity

**Department:** Spa

**Scope and General Purpose:**

Nail technicians are responsible for providing high quality nail treatments while maintaining a soothing and relaxing atmosphere and performing spa treatments in a courteous and professional manner.

**Essential Duties**

- To welcome and serve all guests in an efficient, courteous and friendly manner.
- To communicate and describe in an articulate manner the spa offerings and their benefits.
- To properly care for equipment and product used throughout the spa facility.
- To up-sell services by effectively communicating to guests our product and service offerings.
- Handle guest questions and concerns with professionalism and courtesy.
- Maintain an understanding of the spa industry and spa philosophy (balance, relaxation, unity, and a healthy lifestyle).

**Marginal Duties**

- To assist with maintaining the cleanliness of the spa, adhering to all state and company sanitation and sterilization requirements
- To maintain a clean, safe, stocked and well organized work area
- To assist in all areas of the spa operation as directed by management
- Other duties as assigned

**Position Requirements**

- Must hold a current Georgia state license
- Excellent communication skills in English
- Positive, courteous and enthusiastic attitude
- Ability to work independently with minimal supervision
- Must be comfortable working with guests in a spa robe
- Must be able to work a flexible schedule including weekends and holidays
- Must renew CEU credits and state license in a timely manner

**Physical Demands**

Essential duties require long periods of sitting as well as frequent reaching and bending. The employee must have normal hearing and verbal communication abilities.

**Environmental Conditions**

Duties are typically performed in an indoor setting; however duties may be assigned periodically which take place out of doors and in the elements. Must be able to frequently lift and carry items up to 20 lbs and occasionally items up to 75 lbs.

This job description reflects management's assessment of essential functions; however, it does not prescribe nor restrict the tasks that may be assigned