

# Nail Technician Job Description

*7 Elements Operations* is a health care company that oversees *7 Elements Physical Therapy* and *7 Elements Wellness Spa*. The *7 Elements of Wellness* encompass one's Physical, Emotional, Spiritual, Intellectual, Social, Occupational and Environmental state of being. At *7 Elements Operations* we are committed to improving the 7 elements of wellness in our clients lives so they can have an *Active Life, Healthy Body, Peaceful Mind*.

*7 Elements Wellness Spa* is a new business in Birch Bay, WA. The building is newly renovated for a fresh, inviting feel. There are four private treatment rooms and an open space devoted to manicures and pedicures. We are looking to build a small, dedicated team to help us launch our wellness spa location and grow the business with us!

We are looking to hire two detail-orientated nail technicians to provide clients with high-quality manicures, pedicures, and nail treatments. The nail technician's responsibilities include welcoming clients and answering their nail-related questions. You should also be able to build and maintain relationships with clients to encourage repeat nail appointments. Because we are a new business, nail technicians will also be expected to provide front desk coverage as needed.

To be successful as a nail technician, you should maintain high standards of cleanliness and sanitation at all times. Ultimately, an outstanding nail technician should be able to keep abreast of the latest nail products, trends, and techniques to ensure that clients are satisfied with the services provided.

## **Nail Technician Responsibilities:**

- 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.
- Recommending various nail designs and nail art to clients.
- Evaluating the condition of clients' nails and advising them on proper nail care and suitable nail care treatments.
- Sanitizing all nail instruments and equipment before each use.
- Ensuring that workstations are kept clean and orderly.
- Ensuring that nail and massage supplies are adequately stocked.
- Providing quality hand and foot massages.

- Sell nail and skincare products as appropriate.
- Take payments and schedule follow up appointments as appropriate.

### **Nail Technician Requirements:**

- High school diploma or GED.
- Current Washington State License.
- In-depth knowledge of manicure and pedicure techniques.
- The ability to concentrate for extended periods of time.
- Detail-orientated and patient.
- Excellent hand-eye coordination.
- Effective communication skills.
- Exceptional customer service skills.
- Basic familiarity with office software.

### **Pay**

- 20 hours per week, possibility for increase as business expands
- \$17.51-23.69 per hour DOE
- Tips

### **Benefits**

- Paid Time Off
- Medical and Dental Insurance (at 32 hours per week)
- Paid Holidays

### **Perks**

- Employer funded allowance for education expenses (\$500 annually).
- Employer-funded allowance for wellness services (one spa service per month).
- Potential for profit-sharing based on company performance.

### **COVID Safety**

- Masks required for staff and guests in the spa
- Temperature screenings
- Brand new, state-of-the-art air filtration system

7 Elements Operations provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type

without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.