

JOB DESCRIPTION FOR THERAPIST JANUARY 2023

A list of job duties associated with your job title is set out below. This job description is non-contractual and the Company reserves the right to amend, withdraw or depart from its provisions at its discretion. Subject to the Company's business requirements you may be required from time to time to undertake other work within your capacity and the Company reserves the right to amend the job title and/or job description from time to time, on a temporary or permanent basis, to reflect your own development or the Company's business needs.

Job title	Therapist Burleigh Springs Leisure Club
Band	B2
Team	Operations
Purpose of role	To ensure the efficient day-to-day running of the therapy centre, by providing high standard treatments along with a friendly attitude towards clients and guests. To be responsible for the cleanliness and hygiene of the treatment rooms.
Reports to	Leisure Club Manager
Manages	N/A
Main duties	<ul style="list-style-type: none"> • To carry out all beauty and skin care treatments, to the highest standard possible. • To give the best advice possible to clients and prescribe retail products for homecare. • Work as a team and individually to help the department achieve sales targets. • To be flexible and make sure there are enough therapists to cover shifts and day spa bookings. • To be reliable and punctual due to the nature of the job and direct contact with customers. • Be prepared to take part in any team training sessions and attend any courses to update your knowledge. Attend meetings when required to discuss promotions and business. • To book in treatments on the computer and use the computer to take payments. • Help to change the cabinet displays once a month or when a new promotion begins. Keeping the retail areas clean and tidy. • Clean the therapy room on a daily basis, restock towels, check trolleys have all the products needed. • Inform Manager of anything that needs ordering from Dermalogica, Ellisons, Mavala etc.

	<ul style="list-style-type: none"> • Enter all sales onto the form so that you get commission. • To undertake such other duties as may be reasonably requested and that are commensurate with the nature and level of the post.
People skills	<p>Positive, open-minded outlook, innovative, flexible, and responsive to changing customer needs</p> <p>Strong communication skills. Ability to communicate effectively and listen to guests and team members</p> <p>Honesty to be able to build trust with hotel guests, customers and team members</p> <p>Proactive problem solving to be able to come up with solutions and deliver a perfect outcome with ever changing information and requests.</p>
Technical skills	<p>Previous employment within a beauty salon as a therapist for at least two years.</p> <p>Good knowledge of beauty treatments and procedures</p> <p>Dealing with customers on a daily business.</p> <p>Experience of retailing a skin care brand.</p>
Qualifications	<p>Level 2 Diploma in Beauty Therapy</p> <p>Previous employment within a beauty salon as a therapist for at least two years.</p> <p>Good knowledge of beauty treatments and procedures</p>

I have given a copy of the above to (insert name) and have explained all aspects of it.

Name of Manager (please print)

Signature of Manager

Date

I confirm that I have been taken through the above, understand it and have received a copy of it.

Employee name (please print)

Signature of employee

Date