

## 2. Nail Salon

	Sample job title	Description*
Managerial level	Director / General Manager	<ul style="list-style-type: none"> <li>• Formulates and implements company policies.</li> <li>• Oversees and manages the operations of all departments and branches.</li> </ul>
	Chief Shop Manager / Operation Manager	<ul style="list-style-type: none"> <li>• Formulates and implements sales policies.</li> <li>• Reviews sales performance and market needs.</li> <li>• Conducts sales briefings and implements sales campaigns.</li> <li>• Supervises performance of staff.</li> </ul>
Technician level	Nail Consultant (Fingernail / Toenail)	<ul style="list-style-type: none"> <li>• Supports Director / Manager on daily operations.</li> <li>• Assigns jobs to and supervises subordinates.</li> </ul>
	Senior Nail Technician (Fingernail / Toenail)	<ul style="list-style-type: none"> <li>• Accumulates adequate experience as a nail technician.</li> <li>• Assists nail consultant to provide natural nail care, nail shape improvement, nail extension or refill services by using artificial nail materials and different techniques.</li> <li>• Analyzes the texture of fingernail / toenail.</li> <li>• Suggests appropriate home care products to improve nail condition.</li> </ul>
	Nail Technician (Fingernail / Toenail)	<ul style="list-style-type: none"> <li>• Accumulates relevant experience as a junior nail technician.</li> <li>• Provides natural nail care, nail shape improvement, nail extension or refill services by using artificial nail materials and different techniques.</li> <li>• Analyzes the texture of fingernail / toenail.</li> <li>• Suggests appropriate home care products to improve nail condition.</li> <li>• Provides Nail Arts.</li> </ul>
Tradesman level	Manicurist / Pedicurist	<ul style="list-style-type: none"> <li>• Removes old nail polish.</li> <li>• Cleans, shapes and smoothes out nails with tools.</li> <li>• Applies clear or colour polish.</li> </ul>

\* Source: 2010 Manpower Survey Report - Beauty Care, Hairdressing and Cosmetics Industry (Appendix 6) (Vocational Training Council) and/or collective input from the Industry Training Advisory Committee (ITAC).

\* The progression pathway may be updated upon revision of SCS or recommendations from the ITAC.

\* The examples provided are for reference only. Job titles, functions and progression pathways may vary among companies.

	Nail Artist	<ul style="list-style-type: none"> <li>• Provides nail painting and drawing.</li> <li>• Applies nail stickers and affixes three dimensional (3D) sculptures in order to beautify nail appearance for customers (not including nail and hand conditioning treatment).</li> </ul>
	Hand and Foot Care Therapist	<ul style="list-style-type: none"> <li>• Uses hand / foot care products to provide conditioning treatments on hand, arms, feet or legs (with or without massage) for hygienic or remedial purpose.</li> <li>• Applies hand massage technique and uses equipment to facilitate blood circulation, relax muscle tension and release body toxins.</li> <li>• Recommends hand, arm, feet or legs conditioning activities or treatments and furnishes with treatment records.</li> </ul>
	Junior Nail Technician (Fingernail / Toenail)	<ul style="list-style-type: none"> <li>• Provides natural nail care, nail shape improvement, nail extension or refill services by using artificial nail materials and different techniques.</li> <li>• Analyzes the texture of fingernail / toenail.</li> <li>• Suggests appropriate home care products to improve nail condition.</li> </ul>
	Foot Reflexologist	<ul style="list-style-type: none"> <li>• Uses thumb, finger and hand pressures to concentrate on ten different reflex points which correspond to every part of the bodies in order to promote health and relaxation and achieve physiological effect.</li> </ul>
Supporting staff	Administrative Staff	<ul style="list-style-type: none"> <li>• Handles all administrative duties (including preparation of schedules, filing and record keeping etc) of the stores.</li> </ul>
	Receptionist	<ul style="list-style-type: none"> <li>• Handles telephone enquiries.</li> <li>• Arranges appointments.</li> <li>• Serves customers and provides relevant information.</li> <li>• Maintains relationship with customers.</li> </ul>

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### **QF-recognised programmes**

For information on accredited education and training programmes, please try these keywords with the Qualifications Register (QR) (<http://www.hkqr.gov.hk>):

- nail
- nail care
- massage

You may also select these industries:

- Beauty     Hairdressing

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