

COURSE OUTLINE

Employment As A Salon Professional (2 hours)

Module 1: Keys To Successful Employment (1 hour)

OUTLINE

- a. Self-evaluation
- b. The resume
- c. Establishment evaluation
- d. Job interview

Module 2: The Job Interview (1 hour)

OUTLINE

- Prospering In The Salon
- Glossary

Learning objectives:

After completing this lesson you will be able to:

- Identify basic elements in the practice of self-evaluation
- Define the fundamental components of a well planned resume and portfolio
- Explain how to evaluate prospective establishments
- List inclusions of a successful job interview
- List key principles of possessing a team mentality

Key Terms

accomplishments	attitude	employment	enthusiasm	evaluation	integrity
motivation	portfolio	prosper	resume	revenue	role-play
subordinate	work ethic				

Credits, References, and Resources

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U.S Department of Labor / Occupational Safety and Health Administration 200 Constitution
Ave., NW, Washington, DC 20210 * 800-321-OSHA (6742) TTY: 877-889-5627 *
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2003, 2005, 2006, 2007, 2009, 2015

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