



1 November, 2017

TO: All qualified and interested applicants
FR: Stacy Williams
RE: Identity Salon Day Spa Job Opening

FRONT DESK TEAM MEMBER (3/4 Time)

Identity Salon Day Spa is currently seeking applicants for **one** Front Desk team members.

• **Tues-Friday 8:45a-2:45p.**

Please note - this is NOT a "summer" position. Applicants must have availability after the school year begins.

The job is fast paced, and involves answering phones, scheduling clients and other hostess duties, as well as laundry and general salon cleanup responsibilities. Compensation is current Washington state hourly minimum wage with additional in-salon benefits. If you are interested in this position and have appropriate availability, we strongly suggest that you apply PROMPTLY. We anticipate hiring this position and training IMMEDIATELY. We are seeking applicants who remain in the area over summers and holidays. Additionally, we prefer applicants who currently plan to reside in this area for a minimum of one year.

Applicants should:

- Have specified availability. (See above)
- Be self-motivated.
- Have a good work ethic.
- Be comfortable in a team setting.
- Have excellent customer service and communication skills.
- Possess basic computer skills (Mac OS Preferred, but this is something we can teach).
- Have the ability to take direction and learn quickly.
- Multitasking abilities under stress are an absolute requirement.
- *Salon/Spa or Reception experience is a bonus but is in NO WAY a requirement.*

To apply for this position, please visit our employment page on the web (<http://identitysalondayspa.com/employment.html>) download our job application form and email to us at: jobs@identitysalondayspa.com. Please do not send us your application if your availability does not match the hours listed above.

Identity Salon Day Spa is a locally owned business and an Equal Opportunity Employer.