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# Example of Cosmetology Job Description

Our innovative and growing company is searching for experienced candidates for the position of cosmetology. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for cosmetology

* Check the planogram for each set size to ensure it matches the set size at the store
* Check to make sure the fixture kit matches the set size at the store
* You are required to follow the syllabi on Blackboard and to enter grades online in PeopleSoft
* Collect and record Cosmetology State Board hours
* Prepare tests and class project
* Works on assigned committees, attends school-wide events, attends professional development conferences and maintains career and technical education certification, attends faculty meetings, and keeps current with inventory and budget
* Submits and maintains contractual agreements with all clinical agencies
* Ability to collaborate with other program instructors
* Inspect operations of cosmetology schools, salons & tanning facilities for compliance with state laws, rules & regulations
* Check license, safety, sanitation & sterilization of equipment & facilities

## Qualifications for cosmetology

* Three years full-time, paid work experience within the past seven years
* Ability to work a flexible schedule including days, nights, and Saturdays
* Completion of a teacher training program
* Knowledge of the NC State Board of Cosmetic Arts rules and regulations in a school setting
* Must have at least three (3) years work experience in Cosmetology
* Must have a valid Texas Cosmetology Operator Instructor License