

## Job functions and progression pathways in hairdressing industry\* (for reference only)

Practitioners in the hairdressing industry can develop their careers and progress through multiple pathways. Different job roles (e.g. hair stylist, technician (perm and colour), product manager, marketing manager, hairdressing tutor or instructor and more) offer individuals opportunities to excel. Some examples of job roles are provided below.

### 1. Hairdressing Salon

	Sample job title	Description*
Director / General Manager	Director / General Manager	<ul style="list-style-type: none"> <li>Formulates and implements company policies.</li> <li>Oversees and manages the operations of all the departmental and branches in order to achieve company objectives.</li> </ul>
	Chief Shop Manager / Operation Manager	<ul style="list-style-type: none"> <li>Formulates and implements sales policies.</li> <li>Reviews sales figures and assesses market demands.</li> <li>Conducts sales briefings and implements sales campaigns.</li> <li>Supervises performance of staff.</li> </ul>
Technologist level	Art Director	<ul style="list-style-type: none"> <li>Advises customers on appropriate hairstyle and designs tailor-made hairstyles to models for specified occasions.</li> <li>Provides hairdressing services.</li> <li>Trains and supervises hairdressers</li> </ul>
	Technical Director	<ul style="list-style-type: none"> <li>Work closely with art directors and hairstylists for perm, colour and related chemical treatments based on the hair image designs of customers.</li> <li>Conduct different treatments (i.e. perm, colour and chemical etc) training to technicians (perm and colour).</li> <li>Train and supervise technicians (perm and colour).</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.

	<b>Sample job title</b>	<b>Description*</b>
Technician level	Senior Hair Stylist	<ul style="list-style-type: none"> <li>Analyzes hair types and understands customer needs.</li> <li>Advises customers on appropriate hairstyle and designs tailor-made hairstyles to models for specified occasions.</li> <li>Provides hairdressing services.</li> <li>Assigns works to and supervises hairdressers.</li> </ul>
Tradesman level	Hair Stylist	<ul style="list-style-type: none"> <li>Analyzes hair types and provides hairdressing services.</li> </ul>
	Technician (perm and colour)	<ul style="list-style-type: none"> <li>Provides technical services (e.g. perm and colour treatments) to hairstylists for hair image design purpose.</li> </ul>
Semi-skilled level	Hairdressing Assistant	<ul style="list-style-type: none"> <li>Provides technical services (e.g. perm and colour treatments) to hairstylists for hair image design purpose and basic hair services (including shampoo).</li> <li>Performs duties as assigned by hairdressers.</li> <li>Receives theoretical and practical training to meet services requirements.</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 provide relevant information.</li> <li>Maintains relationships 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>):

- Hairdressing
- Hair styling
- Hair design
- Hair cutting
- Hair dyeing / Hair colouring
- Perming

You may also select the following industry as the searching parameter:

Hairdressing

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