

# Senior Beauty Therapist

**Full-Time or Part-Time Position Available**  
**Beauty Industry Award (Victorian Award Rates Apply)**  
**Reports To Lucy Incarnati - Owner, Stacey Lee Studio**  
**Shop 2, 10-12 Park Road CHELTENHAM VIC 3192**



**STACEY LEE STUDIO**  
Wax | Tan | Lash | IPL

## Welcome to the Stacey Lee Studio Community.

We are an independent salon that launched in 2022. Our founder, Stacey, has built an amazing clientele base and remains a core member of the Stacey Lee Studio Team. Our new owner, Lucy, has seamlessly transitioned into the team and has demonstrated her commitment in providing the high-quality beauty services we are known for.

## Our Legacy

Stacey Lee Studio continues to grow and expand as a key business within Cheltenham and its surrounding suburbs. We pride ourselves on both our technical knowledge in addition to skill and efficiency. The services we offer are extensive and we cater to a range of demographics to meet the needs of our clients.

## Our Salon

We have a team of technicians all with their own extensive experience within the beauty industry. We value initiative, confidence, technical skills, theoretical and practical knowledge, in addition to the ability to celebrate each other as both individuals and professionals. Our team are constantly evolving their own skills and knowledge, and we hold high expectations in effort to support them in achieving their industry goals.

## **Position Overview**

The Senior Beauty Therapist Role is responsible for delivering beauty services of an impeccable standard, and maintaining exceptional client care and experience. This role requires advanced technical skills in the following areas:

- Brazilian Waxing
- Body Waxing
- Facial Waxing
- Eyebrow shaping, waxing, tinting, dyeing & lamination
- Eyelash lifting & tinting
- Spray Tanning

Our ideal candidate will demonstrate strong client consultation abilities, and the capacity to assist with reception and administrative duties. Additional strengths must be professionalism, efficiency and enhanced interpersonal communication skills.

We are seeking applicants with a minimum of three (3) years experience in providing beauty services.

## **Key Responsibilities**

### 1. Beauty Treatment Services

The Senior Beauty Therapist must be competent and confident in providing:

- Body waxing (arms, legs, underarms, stomach, back)
- Brazilian waxing (female)
- Facial waxing (lip, chin, sides of face)
- Eyebrow services (waxing, shaping, tinting, dying, lamination)
- Lash services (lash lifting & tinting)
- Spray tanning

Duties include:

- Conducting thorough client consultations
- Assessing contraindications and suitability for treatments
- Maintaining strict hygiene and infection control standards
- Recommending appropriate aftercare and retail products, and formulating treatment plans in line with client goals
- Ensuring treatment rooms are prepared, sanitised and restocked

### 2. Client Care & Customer Experience

- Deliver exceptional, personalised service
- Build and maintain long-term client relationships in effort to enhance client retention
- Manage client records accurately and confidentially
- Handle client concerns professionally and respectfully
- Encourage rebooking and treatment plans, and offer dynamic solutions to client enquiries

### 3. Reception & Administrative Duties

- Answering phone calls and managing bookings through ShortCuts Software
- Processing payments and operating POS system, including use of EFTPOS, Cash and Gift Cards
- Managing online booking systems and coordinating appointment schedules
- Stock control and retail display maintenance
- Daily cash reconciliation when required
- General salon cleaning and overall presentation

## **Skills & Experience Required**

### Essential

- Minimum 3 years experience as a qualified Beauty Therapist
- Proven experience in body waxing and Brazilian waxing
- Competency in eyebrow shaping and tinting, in addition to dyeing and lamination
- Experience in lash lifting and tinting
- Skilled in full body and half body spray tanning
- Strong consultation, consideration and communication skills
- Excellent hygiene and infection control practices
- Ability to work independently and as part of a team

### Highly Regarded

- **Male waxing experience**
- Advanced waxing qualifications
- Additional beauty certifications
- Retail sales experience
- Experience using salon booking software

### **Personal Attributes**

- Professional presentation and application of skills
- Driven by excellence in areas of client experience and technical skill
- Reliable and punctual
- Enhanced attention to detail
- Comprehensive and established work ethic
- Proven ability administrative work
- Values collaborative team culture and professional relationships
- Ability to critically reflect on personal growth areas with support of team

### **Working Conditions**

- Flexible roster including late nights and weekends
- Full-time or part-time hours available
- Paid in accordance with Victorian Beauty Industry Award rates
- Ongoing professional development opportunities

### **Performance Expectations**

The Senior Beauty Therapist is expected to:

- Maintain high client satisfaction ratings
- Meet or exceed rebooking and retail KPIs
- Uphold salon standards and brand reputation
- Contribute authentically and organically to team culture

Send your resume and cover letter to [info@staceyleestudio.com.au](mailto:info@staceyleestudio.com.au)

We will be responding only to applicants who are successful in obtaining an interview.