# Job Roles Worksheet

**Business Type/Name:** Hairdresser Salon

<table>
<thead>
<tr>
<th>Role 1</th>
<th>Role 2</th>
<th>Role 3</th>
<th>Role 4</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Trainee hairdresser</strong></td>
<td><strong>Senior stylist</strong></td>
<td><strong>Salon receptionist</strong></td>
<td><strong>Beauty Therapist</strong></td>
</tr>
</tbody>
</table>

## PEOPLE SKILLS
- Sensitivity to others
- Insight into others
- Openness
- Respect
- Speaking
- Active listening
- Conversation
- Persuasion
- Team membership
- Team participation
- Leadership

## TASK SKILLS
- Planning
- Time management
- Practical skills
- Computer skills
- Problem solving
- Business awareness
- Customer focus

## PERSONAL SKILLS
- Learning skills
- Adaptability
- Goal setting
- Initiative
- Independence
- Achievement motivation
- Dependability
- Professionalism