



# SHB20216

## Certificate II in Salon Assistant

### Description of Course

This qualification reflects the role of individuals who work as salon assistants and are competent in communicating in the workplace, interacting with and providing service to clients and assistance to colleagues. They perform routine functions under direct supervision as part of a hairdressing team.

### Activities / Tasks

The course provides both theoretical and practical training that is linked directly to the work that hairdressing related employees undertake. This course includes:

- Dealing with clients in different scenarios that occur in the workplace;
- Assisting senior hairdressers;
- Selling products and services;
- Washing hair;
- Performing a range of varied activities that take place in a hair salon on a day to day basis; and
- Maintaining the workplace and following policies and procedures.

### Assessment

Assessment is conducted using a combination of project based practical tasks, theory test and design folios/briefs. The assessment of your overall competence at this certificate level will be undertaken by a qualified assessor and your competence judged using all of these tasks. Students will be given a fair and adequate assessment process that include the option of an assessment re-sit.

### Auspicing Registered Training Organisation

This qualification is delivered in conjunction with, and under the auspices of, the Australian Institute of Education and Training (RTO Code: 121314)

### Course Days & Times

Wednesday 9.00am – 3.00pm  
**OR** Friday 9.00am – 3.00pm

### Length of the Course

This course runs for one year.

### Pathways

After achieving SHB20216 Certificate II in Salon Assistant, individuals may work in a salon or undertake further education and training, including:

- Certificate IV in Hairdressing
- Advanced Diploma Hairdressing

With additional training and experience, possible future career opportunities may include work in the following areas/sectors:

- Hairdresser
- Retail Sales
- Salon Manager

### Enrolment Process

Students must apply through their VET coordinator at their home school and complete the enrolment form at the PLSC VET Enrolment evening. Students will also enrol with the Australian Institute of Education and Training using the RTO online enrolment process, under the guidance of their trainer.

### Course Content

Code	Unit of Competency	Nominal Hours
BSBWHS201	Contribute to health and safety of self and others	20
SHBXCCS001	Conduct salon financial transactions	25
SHBXIND001	Comply with organisational requirements within a personal services environment	45
SHBXIND002	Communicate as part of a salon team	30
SHBHIND001	Maintain and organise tools, equipment and work areas	20
SHHBAS001	Provide shampoo and basin services	40
SHBHDES001	Dry hair to shape	40
SHBXCCS003	Greet and prepare clients for salon services	10
SIRRMER001	Produce visual merchandise displays	35
HLTAID003	Provide First Aid	18
SHBXCCS004	Recommend products and services	20
SHBHDES002	Braid hair	30
<b>Total Nominal Hours</b>		<b>333</b>