



EMPLOYMENT APPLICATION

1928 S. 16th Street, Wilmington, NC 28401
Phone: 910-399-3470
Website: unionsalonandspa.com

Welcome to Union Salon & Spa

Thank you for your interest in joining the Union Salon & Spa team. We are an upscale salon and spa dedicated to exceptional guest experiences, professional growth, education, inclusivity, and a supportive team culture. We believe in creating a beautiful environment where both guests and team members thrive.

Please complete all applicable sections of this application and email to leah@unionsalonandspa.com.

Applicant Information

Full Name: _____ Phone Number: _____
Email Address: _____
Address: _____
City: _____ State: _____ Zip: _____

Desired Position

- | | |
|---|--|
| ☐ Licensed Cosmetologist | ☐ Receptionist / Guest Services |
| ☐ Esthetician | ☐ Apprentice / Assistant |
| ☐ Massage Therapist | |
| ☐ Other: _____ | |

Date Available to Start: _____

Desired Schedule: ☐ Full-Time ☐ Part-Time ☐ Flexible

Are you legally authorized to work in the United States?

☐ Yes ☐ No

Are you 18 years of age or older?

☐ Yes ☐ No

Professional Licenses & Certifications

Do you currently hold a professional license?

☐ Yes ☐ No ☐ In progress

License Type: _____

License Number: _____

State Issued: _____

Expiration Date: _____

Additional Certifications:

(Examples: extensions, smoothing treatments, sugaring, waxing, massage, skincare, lashes, brow services, scalp treatments, etc.)

Are you currently insured, if required for your profession?

☐ Yes ☐ No ☐ Not applicable

Availability

Please mark the hours you are available to work each day.

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Saturday: _____

Are you available for occasional events, training, team meetings, or special promotions outside regular hours?

☐ Yes ☐ No ☐ Sometimes

Do you have any schedule restrictions we should know about? ☐ Yes ☐ No

If yes, provide details: _____

Education & Training

☐ Beauty ☐ Trade School ☐ College School: _____

Program Completed: _____ Graduation Date: _____

Additional Education, Classes, or Advanced Training: _____

Work Experience

Work Experience 1

Company Name: _____ Dates Employed: _____

Position Held: _____

Supervisor/Manager: _____ Phone Number: _____

Reason for Leaving: _____

Main Responsibilities: _____

Work Experience 2

Company Name: _____ Dates Employed: _____

Position Held: _____

Supervisor/Manager: _____ Phone Number: _____

Reason for Leaving: _____

Main Responsibilities: _____

Work Experience 3

Company Name: _____

Dates Employed: _____

Position Held: _____

Supervisor/Manager: _____

Phone Number: _____

Reason for Leaving: _____

Main Responsibilities: _____

Skills & Services

Please check all that apply.

☐ Women's haircutting

☐ Men's haircutting

☐ Short hair / pixie cuts

☐ Blowouts / styling

☐ Formal styling

☐ Color retouch

☐ Highlights

☐ Balayage / foilage

☐ Blonding

☐ Grey blending

☐ Corrective color

☐ Extensions

☐ Scalp treatments

☐ Facial waxing

☐ Sugaring

☐ Facials / skincare

☐ Massage therapy

☐ Front desk / guest services

☐ Retail sales

☐ Social media / marketing

☐ Booking software

☐ Cleaning / salon support tasks

Other skills or specialties: _____

Guest Experience & Team Culture Questions

Why are you interested in working at Union Salon & Spa?

What does excellent guest experience mean to you?

Describe your ideal salon or spa team culture.

How do you handle constructive feedback or coaching?

Tell us about a time you handled a difficult guest or client professionally.

What services or skills are you most confident in?

What areas would you like more education, coaching, or growth in?

How do you help bring new guests into a salon or spa?

Are you comfortable helping with downtime tasks such as cleaning, folding towels, social media, passing out brochures, organizing retail, guest follow-up, and team support?

☐ Yes ☐ No ☐ Sometimes

What motivates you at work?

Professional Standards

Please initial each statement.

_____ I understand Union Salon & Spa is a professional, inclusive, welcoming workplace.

_____ I understand teamwork, kindness, cleanliness, reliability, and guest care are required.

_____ I understand gossip, discrimination, bullying, or disrespectful behavior are not part of the culture.

_____ I understand education, coaching, and continued growth are important at Union Salon & Spa.

_____ I understand that showing up on time and being prepared for scheduled shifts is expected.

References

Reference 1

Name: _____

Relationship: _____

Phone/Email: _____

Reference 2

Name: _____

Relationship: _____

Phone/Email: _____

Applicant Signature

I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that false or misleading information may result in disqualification from employment or termination if hired.

Applicant Signature: _____ Date: _____