

## **CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE**

### **Name and address of submitting body:**

Beauty & Wellness Sector Skill Council  
Office no.- UG-5B, Upper Ground Floor, Himalaya House-23, Kasturba Gandhi Marg, Connaught Place, Delhi-110001

### **Name and contact details of individual dealing with the submission**

**Name:** Ms. Monica Bahl

**Position in the organisation:** CEO

**Address if different from above:** Same as above

**Tel number(s):** 011 – 40342940/42/44/45

**E-mail address:** [ceo@bwssc.in](mailto:ceo@bwssc.in)

### **List of documents submitted in support of the Qualifications File**

1. Qualifications Pack
2. Industry Validations letters
3. Industry Endorsement tracker
4. Integrated Occupational Map
5. Summary Sheet
6. Model Curriculum

### **Model Curriculum to be added which will include the following:**

- Indicative list of tools/equipment to conduct the training
- Trainers qualification
- Lesson Plan
- Distribution of training duration into theory/practical/OJT component

NSQC Approved

**SUMMARY**

1	<b>Qualification Title:</b> Senior Beauty Therapist
2	<b>Qualification Code, if any:</b> QP BWS/Q0104
3	<b>NCO code and occupation:</b> NCO-2015/5142.0100
4	<b>Nature and purpose of the qualification (Please specify whether qualification is short term or long term):</b> Nature of the qualification - Working independently without any supervision and leading a team of subordinates The main purpose of the qualification - This Qualification will enable the individual to specialize in the Skincare Services
5	<b>Body/bodies which will award the qualification:</b> Beauty & Wellness Sector Skill Council
6	<b>Body which will accredit providers to offer courses leading to the qualification:</b> Beauty & Wellness Sector Skill Council
7	<b>Whether accreditation/affiliation norms are already in place or not , if applicable (if yes, attach a copy) :</b> Yes
8	<b>Occupation(s) to which the qualification gives access:</b> Skincare Services under Beauty and Salons Sub-sector
9	<b>Job description of the occupation:</b> A senior beauty therapist is a professionally trained individual who specialises in advance beauty services for both face and body. A senior beauty therapist performs various duties such as providing advance skincare services with electrical equipment, apply makeup, removal of unwanted hair, and hair styling services by maintaining health, safety and hygiene at workplace. The person needs to be knowledgeable on various beauty, hair and make-up products, and a range of beauty treatments like facial electrotherapy, etc.
10	<b>Licensing requirements:</b> N/A
11	<b>Statutory and Regulatory requirement of the relevant sector (documentary evidence to be provided):</b> N/A
12	<b>Level of the qualification in the NSQF:</b> Level 5
13	<b>Anticipated volume of training/learning required to complete the qualification:</b> 600 Hours
14	<b>Indicative list of training tools required to deliver this qualification:</b> Anatomy and Physiology Charts, First Aid Kit, Fire Extinguishers, Sterilizers, Hot Cabinets, Waste Disposal Bins, Therapy Bed, Beauty Stool/Chair, Trolley, Bowls , Comedone Extractor, Face Steamer, Pack Brush, Dust Bin, Make-up Chair, Mirrors, Lighting, Foundations, Concealer, Powder, Blusher Eye Shadow, Mascara, Eye Pencil, Liquid Liner, Lip Liner, Lipstick, Lip-Gloss, Corrective Make-up/Colored Concealer, Brushes, Applicators, Headband, Large Towel, Client Couch, Metal Bin with Liner, Cotton Wool, Magnifying Lamp, Facial Tissues, Waxing Strips, Cold and Hot Wax, Wax Heater, Spatula, Cotton-wool, Machines (EMS/ Lymphatic Drainage Unit/ High-frequency/ Galvanic/ Micro-current) and all relevant Leads and

## NSQF QUALIFICATION FILE

Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

	Electrodes), Section Clips, Hair Dryer, Various Types of Combs, Record Book, Hair Styling Products and Accessories.		
15	<b>Entry requirements and/or recommendations and minimum age:</b> <ul style="list-style-type: none"> <li>Completed 1st year of UG (UG Certificate) OR</li> <li>Completed 1st year of diploma (after 12th) OR</li> <li>12th pass with 1 year (NTC or NAC or CITS) OR</li> <li>12th Grade pass with 2 years relevant experience OR</li> <li>10th Grade pass with 4 years relevant experience OR</li> <li>Previous relevant Qualification of NSQF Level 4 and with minimum education as 8th Grade pass with 3 years relevant experience</li> </ul>		
16	<b>Progression from the qualification (Please show Professional and academic progression):</b> Beauty Advisor, Senior Cosmetologist at Level - 5 Skincare Trainer, Beauty Manager/ Floor Manager – Salon, Beauty Services Specialist at Level – 6		
17	<b>Arrangements for the Recognition of Prior learning (RPL) :</b>  Currently Beauty & Wellness Sector Skill Council (B&WSSC) is doing the RPL assessments after covering learning Hours of 20 Hours and then followed by the assessments. The assessments are happening in online basis. There are three phases of assessments which is followed in all assessment process of different job roles-  1. Theory- Weightage 30% 2. Practical- Weightage 70% (Hands on assessment + Viva)  The theory questions are objective type with multiple choice option, out of which we have some pictorial questions also. VIVA questions are also based on the job role and the practical questions are assessed on the hands-on performance. (Please see attachment)		
18	<b>International comparability where known (research evidence to be provided):</b> This Level 5 qualification compares with UK NOS: Level 3		
19	<b>Date of planned review of the qualification:</b> 31-08-2024		
20	<b>Formal structure of the qualification</b> <b>Mandatory components</b>		
(i)	<b>Title of component and identification code/NOSs/Learning outcomes</b>	<b>Estimated size (learning hours)</b>	<b>Level</b>
	BWS/N9001 Prepare and maintain work area	30	3
	BWS/N0104 Perform skincare services	30	4
	BWS/N0105 Perform hair removal	30	4

**NSQF QUALIFICATION FILE**Approved in 11<sup>th</sup> NSQC Meeting – NCVET – 31<sup>st</sup> August, 2021

	services		
	BWS/N0106 Perform makeup services	30	4
	BWS/N0208 Perform hair styling and dressing	60	5
	BWS/N0107 Perform facial electrotherapy	90	5
	BWS/N9005 Consult and advise clients	30	5
	BWS/N9006 Promote and sell services and products	30	5
	BWS/N9004 Manage and lead a team	30	5
	BWS/N9002 Maintain health and safety of workplace	30	3
	BWS/N9003 Create a positive impression at the workplace	30	3
	DGT/VSQ/N0103 (v1.0) Employability Skills	90	5
	OJT	90	
	<b>Sub Total (A)</b>	<b>600</b>	
	<b>(B) Optional NOS: NA</b>		
	<b>Total (A+B)- 600 Hours</b>		
	<b>Instructor-Led Online Module – 146 Hours</b>		

**SECTION 1**  
**ASSESSMENT**

21	<p><b>Body/Bodies which will carry out assessment:</b></p> <ol style="list-style-type: none"><li>1. Amrit Skills Development Private Limited</li><li>2. Aspiring Minds Assessment (P) Ltd.</li><li>3. Inspire Youth Development Pvt. Ltd</li><li>4. Iris Corporate Solutions Pvt. Ltd</li><li>5. Mettl</li><li>6. Prima Competencies Private Limited</li><li>7. Skills Mantra Edutech Consulting India Pvt Ltd</li><li>8. SP Institute of Workforce Development Pvt Ltd ( SPIWD</li><li>9. Trendsetters</li><li>10. Vedokt Skills</li><li>11. Demorgia Consulting Services Pvt Ltd</li><li>12. Diversified Business Solutions Private Limited</li><li>13. Eduvantage</li><li>14. Eins &amp; Erste Skill development and Technologies</li><li>15. Glocal Thinkers</li><li>16. Khwaspuria Advisory P Limited</li><li>17. Navriti Technologies Pvt. Ltd.</li><li>18. Radiant Infonet Pvt Ltd</li><li>19. Sai Graphics Assessment Body Pvt Ltd</li><li>20. IQAG</li><li>21. STAR PROJECTS SERVICES PVT LTD.</li><li>22. Palmary Project &amp; Services Pvt. Ltd.</li><li>23. Wheebox</li><li>24. CII</li></ol>
22	<p><b>How will RPL assessment be managed and who will carry it out?</b></p> <p>Give details of how RPL assessment for the qualification will be carried out and quality assured.</p> <p>The RPL assessment will be carried out through pre-assessment, identifying the skills gaps, provide bridge training to cover the competency gap and then conduct final assessment of the candidates</p>
23	<p><b>Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF.</b></p> <p>Assessment is done through third parties who are affiliated to B&amp;WSSC as Assessment Body. Assessors are trained &amp; certified by B&amp;WSSC through Training of Assessors program. The assessment involves two processes. The first process is gathering the evidence of the competency of individuals. The second part of the assessment process is the judgement as to whether a person is competent or not. The assessment plan contains the following</p>

information:

The assessments are happening in online basis. There are three phases of assessments which is followed in all assessment process of different job roles-

- Theory- weightage 30%
- Practical+ VIVA- Weightage 70% (Hands on assessment + Oral questioner)

The theory questions are objective type with multiple choice option, out of which we have some pictorial questions also. VIVA questions are also based on the job role and the practical questions are assessed on the hands-on performance.

Criteria on decision making & process manual is attached in the folder (Attachment name – Assessment Process)

Please attach most relevant and recent documents giving further information about assessment and/or RPL.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

## **ASSESSMENT EVIDENCE**

**Complete a grid for each component as listed in “Formal structure of the qualification” in the Summary.**

*NOTE: this grid can be replaced by any part of the qualification documentation which shows the same information – ie Learning Outcomes to be assessed, assessment criteria and the means of assessment.*

## **24. Assessment evidences**

**Title of Component:** Senior Beauty Therapist

### **CRITERIA FOR ASSESSMENT OF TRAINEES**

**Job Role** Senior Beauty Therapist

**Qualification Pack** BWS/Q0104

**Sector Skill Council** Beauty & Wellness

#### **Guidelines for Assessment**

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on this criterion
6. To pass the Qualification Pack, every trainee should score a minimum of 70% in aggregate
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack



**NSQF QUALIFICATION FILE**Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Prepare and maintain work area</i>	<b>30</b>	<b>70</b>	-	-
PC1. ensure that ambient conditions are suitable for the client and the service procedures to be carried out in a hygienic, safe and disinfected environment such as using air purifiers to reduce dust, dander, smoke, allergens & odor resulting in a healthier, fresher & cleaner environment, restructuring the workplace set-up, by keeping a minimum distance of 2 meters in between two clientele, practicing social distancing by avoiding handshakes/ hugs to coworkers/ clientele, etc.	2	6	-	-
PC2. identify and select suitable equipment (if applicable) and products required for the respective sessions/services	2	5	-	-
PC3. set up the area for session/services in adherence to the organizational guidelines	2	5	-	-
PC4. place disposable sheet on a sanitized trolley and organize the products in it or in area convenient and efficient for service delivery and place disposable towels, glasses for water, tea/ coffee in area convenient	2	5	-	-
PC5. prepare sterilization solution as per organizational standards using approved products and as per manufacturer's instructions	2	5	-	-
PC6. sterilize, disinfect and place the tools on the tray as per organizational standards using recommended solutions and conditions	2	6	-	-
PC7. dispose waste materials in adherence to the industry requirements; waste materials such as cotton, disposable face mask, disposable gloves, etc.	2	5	-	-
PC8. identify ways to optimize usage of material including water in various tasks/activities/processes	2	5		
PC9. check for spills/leakages occurred while providing services	2	4		
PC10. identify and segregate recyclable, non-recyclable and hazardous waste generated in separate bin	2	4		



## NSQF QUALIFICATION FILE

Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

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PC11. discard the unused open single use packed products properly in a closed bin	2	4		
PC12. ensure electrical equipment and appliances are switched off when not in use	2	4		
PC13. store records, materials and equipment securely in line with the policies	2	4		
PC14. conduct awareness program (such as for Covid19) for the employees and display posters/ signage's promoting regular hand-washing and respiratory hygiene in the premises	2	4		
PC15. set up and promote digital modes of payment to lessen any kind of cross infection	2	4		
<b>NOS Total</b>	<b>30</b>	<b>70</b>	-	-

**NSQF QUALIFICATION FILE**Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Perform skincare services</i>	<b>26</b>	<b>74</b>	-	-
1. adhere to the health and safety standards laid out by the manufacturer and salon	1	4	-	-
2. position self and client correctly to ensure privacy, comfort and wellbeing throughout the service	1	5	-	-
3. perform and adapt the therapy using materials, equipment and techniques correctly and safely to meet the needs of the client	2	6	-	-
4. carry out facial care/ clean-up process using the products and equipment as per service levels laid down by the salon	2	5	-	-
5. ask relevant and effective questions to check and establish the client's understanding and expectation prior to commencement and clarify doubts, if any	2	4	-	-
6. clean the skin and remove all traces of make-up by using superficial and deep cleansing techniques (Deep cleansing techniques: e.g. gel, oil, cream, pore strips, masks, steam, vacuum suction, etc.)	1	5	-	-
7. use an exfoliation technique suitable for the client's skin type and skin condition (Skin type: Oily, dry, normal, combination, sensitive) (Exfoliation techniques: Mechanical, chemical; clay exfoliants, biochemical skin peels, masks, enzymes, retinol, hydroxyl acids, pore grains)	2	5	-	-
8. use a suitable skin warming technique and carry out any necessary extraction relevant to the client's skin type and skin condition (Skin warming techniques: warm towel, steam, etc.)	1.5	4.5	-	-
9. provide facial massage using a medium and techniques suitable for the client's skin type and condition (Medium: Oil, cream (Techniques: Effleurage, petrissage, tapotement)	2	5	-	-
10. apply masks evenly and neatly, covering the area to be treated completely	1	5	-	-

**NSQF QUALIFICATION FILE****Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022**

<b>Assessment Criteria for Outcomes</b>	<b>Theory Marks</b>	<b>Practical Marks</b>	<b>Project Marks</b>	<b>Viva Marks</b>
11. remove masks as per the recommended time frame mentioned in manufacturer's instructions or organisational standards	1	4	-	-
12. carry out cleaning of the skin post-procedure to ensure skin is left clean, toned and suitably moisturized	2	5	-	-
13. complete the therapy to the satisfaction of the client in a commercially acceptable time	1	4	-	-
14. check the client's comfort and wellbeing throughout the service and adapt procedures to ensure the same, reassure the client with necessary information and positive comments as required	1	4	-	-
15. record details of the therapy accurately as per organisation policy and procedures	2.5	2.5	-	-
16. store information securely in line with the salons policies	2	3	-	-
17. provide specific after-procedure, homecare advice and recommendations form product use and further services to the client	1	3	-	-
<b>NOS Total</b>	<b>26</b>	<b>74</b>	<b>-</b>	<b>-</b>

**NSQF QUALIFICATION FILE****Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022**

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Prepare self and client for hair removal services</i>	2.5	7.5	-	-
1. adhere to the health and safety standards laid out by the manufacturer and salon	0.5	1.5	-	-
2. sanitize the hands effectively prior to service commencement using a hand sanitizer	-	1	-	-
3. prepare the client suitably for the respective service procedure and provide relevant required personal protective equipment	1	2	-	-
4. ask relevant and effective questions to check and establish the client's understanding, requirements and expectation prior to commencement and clarify doubts, if any, including with guardians for minors	0.5	1.5	-	-
5. select and prepare products, tools and equipment that are suitable to meet to the client's needs and requirements of the service plan	0.5	1.5	-	-
<i>Manage the client during hair removal services</i>	4	12	-	-
6. position self and client in a manner to ensure privacy, comfort and wellbeing, throughout the service	0.5	1.5	-	-
7. perform and adapt the therapy using materials, equipment and techniques correctly and safely to meet the needs of the client	1	3	-	-
8. maintain the client's modesty and privacy at all times, following work techniques and precautions that minimize discomfort to the client	0.5	1.5	-	-
9. check the client's comfort and wellbeing throughout the service and adapt procedures to ensure the same, reassure the client with necessary information and positive comments as required	0.5	1.5	-	-
10. estimate the approximate time it will take to complete the procedure and inform the customer of the same, setting right expectations	0.5	1.5	-	-

**NSQC QUALIFICATION FILE**Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
11. complete the therapy to the satisfaction of the client in a commercially acceptable time, as per organisational standards	1	3	-	-
<i>Perform waxing of general body for hair removal</i>	<b>3.5</b>	<b>10.5</b>	-	-
12. conduct a test patch and skin sensitivity test ahead of the waxing procedure to establish contra actions if any	1	3	-	-
13. carry out the waxing process correctly, using suited tools and products or materials as per standards of services laid down by the salon	1	3	-	-
14. apply the procedure and condition specific pre-wax products prior to waxing based on manufacturers' instructions	1	2	-	-
15. apply and remove the wax according to the direction of hair growth and manufacturer's instructions	0.5	2.5	-	-
<i>Perform bikini waxing</i>	<b>6</b>	<b>19</b>	-	-
16. consult, plan and prepare for female intimate and sensitive areas waxing services by talking to the customer, and following organisational standards	1	3	-	-
17. select the tools and products used for sensitive and intimate area waxing as per organisational standards, client preferences and procedure requirements	0.5	1.5	-	-
18. prepare the sensitive and intimate area to be treated, remove undergarments, and trim overlong hair for the procedure	1	2	-	-
19. perform application and removal of waxing as per the hair growth pattern of the application area	0.5	2.5	-	-
20. ensure the wax is at the correct temperature prior to the waxing service, as per organisational standards, and is suitable for client needs and the area to be treated	0.5	1.5	-	-
21. position the client correctly for ease and effectiveness of the service and client comfort	0.5	2.5	-	-

**NSQF QUALIFICATION FILE**Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
22. apply correct techniques for application of wax to the pubic area	1	3	-	-
23. instruct the client clearly on how and when to hold, stretch or extend their skin surface to support the therapist, during the waxing service	0.5	1.5	-	-
24. give aftercare advice to the client as per their needs and organisational standards	0.5	1.5	-	-
<i>Perform threading for hair removal</i>	<b>1.5</b>	<b>7.5</b>	-	-
25. carry out the process using the tools and materials and as per process laid down by the salon	0.5	2.5	-	-
26. ensure the threading is carried out at a comfortable distance from the client maintaining the correct tension of the thread	0.5	1.5	-	-
27. instruct the client clearly on how and when to hold, stretch or extend their skin surface to support the therapist, during the threading service	0.5	1.5	-	-
28. ensure the work area is kept clean and tidy during the service	-	2	-	-
<i>Perform post-procedure tasks</i>	<b>7.5</b>	<b>18.5</b>	-	-
29. check the client's comfort and wellbeing throughout the service and adapt procedures to ensure the same, reassure the client with necessary information and positive comments as required	0.5	2.5	-	-
30. discontinue service, and do not provide advice and recommendations where contra-actions occur	1	2	-	-
31. clean the treated area and use a suitable soothing product for post procedure relief as per organisational standards	0.5	1.5	-	-
32. record the therapy details accurately as required by the organisation policies and procedures in a timely manner	1	1	-	-
33. store information securely in line with the salons policies	1	1	-	-

## NSQC QUALIFICATION FILE

Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
34. provide specific after-procedure, homecare advice and recommendations for product use and further services to the client	1	2	-	-
35. ask questions to check with the client their satisfaction with the finished result	0.5	1.5	-	-
36. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	1	2	-	-
37. minimize the wastage of products by using products economically and following correct storage procedures as per manufacturer's instructions	0.5	2.5	-	-
38. store chemicals and equipment securely post service	0.5	1.5	-	-
39. dispose all waste safely according to the salon's standards of hygiene and safety	-	1	-	-
<b>NOS Total</b>	<b>25</b>	<b>75</b>	<b>-</b>	<b>-</b>



**NSQF QUALIFICATION FILE**Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Apply make-up for day, evening and special occasions</i>	24	76	-	-
1. adhere to the health and safety standards laid out by the manufacturer and organization	1	2	-	-
2. ask relevant and effective questions to the client to identify contra-indications to skin and make-up products, if any	1	2	-	-
3. sanitize the hands prior to treatment commencement	-	3	-	-
4. prepare the client and provide suitable protective apparel	0.5	3.5	-	-
5. position self and client throughout procedure to ensure privacy, comfort and wellbeing	1	4	-	-
6. define a suitable treatment plan to meet the client's needs	2	4	-	-
7. select and prepare suitable skincare and make up products to meet the client's needs and work plan	1	4	-	-
8. clarify the client's understanding and expectation prior to commencement of procedure	1.5	3.5	-	-
9. clean, tone and moisturize the skin to suit the clients skin type and needs in the correct sequence, applying correct techniques, using organisation approved tools and processes	1	4	-	-
10. conceal skin imperfections and blemishes, using the suitable colour corrective products, where required applying correct techniques and procedures	1	4	-	-
11. select and apply the correct make-up products to enhance facial features, to suit the client's needs and achieve the desired effect for the occasion, applying correct techniques as per organisation standards	1.5	4.5	-	-
12. select and choose a corrective technique and contour by highlights and shading	1	5	-	-

**NSQF QUALIFICATION FILE****Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022**

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<b>13.</b> adapt the make-up procedure using materials, equipment and techniques correctly and safely to meet the needs of the client, where required	0.5	3.5	-	-
<b>14.</b> adjust the client's position to meet the needs of the service without causing them discomfort	1	3	-	-
<b>15.</b> check the client's comfort and wellbeing throughout the service and adapt procedures to ensure the same, reassure the client with necessary information and positive comments as required	2	4	-	-
<b>16.</b> complete the procedure to the satisfaction of the client in a commercially acceptable time and as per organisational standards	-	3	-	-
<b>17.</b> dispose waste materials as per organisational standards in a safe and hygienic manner	0.5	2.5	-	-
<b>18.</b> record details of the procedure accurately as per organisational policy and approved practice	2.5	2.5	-	-
<b>19.</b> store information securely in line with the salons policies	2	3	-	-
<b>20.</b> provide specific after-procedure, homecare advice and recommendations for product use and further services to the client	1	4	-	-
<b>21.</b> ask questions to check with the client their satisfaction with the finished result	1	3	-	-
<b>22.</b> thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	1	4	-	-
<b>NOS Total</b>	<b>24</b>	<b>76</b>	<b>-</b>	<b>-</b>

**NSQF QUALIFICATION FILE**Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Perform hair styling and dressing</i>	<b>27</b>	<b>73</b>	-	-
1. use suitable consultation techniques to identify the clients wishes for the desired look before dressing the hair, including with parents or guardians for minors Consultation techniques: eg. ask questions, catalogue of styles, chart or image referencing, computer aided simulations	3	4	-	-
2. ensure a guardian/parent is present for minors under age 14	0.5	3.5	-	-
3. identify and analyse the condition of the hair and its effect on treatment or procedure selection for achievement of the required results	1.5	3.5	-	-
4. select the most suitable drying, setting, styling and finishing techniques to achieve the desired look	1	4	-	-
5. perform back combing/back brushing techniques as required	2	5	-	-
6. control and secure hair effectively into place, during dressing	1.5	4.5	-	-
7. dress the hair to the satisfaction of the client	1	4	-	-
8. position self and client to ensure privacy, comfort and safety, throughout the service	1.5	3.5	-	-
9. perform and adapt the procedure using materials, equipment and techniques correctly and safely to meet the needs of the client	2	4	-	-
10. apply finishing product following manufacturers instructions to maintain the style	2	4	-	-
11. ensure the finished style takes into account the critical influencing factors (Influencing factors: length, density, condition of hair, etc.)	-	4	-	-
12. ask questions to check with the client their satisfaction with the finished result	1	4	-	-

**NSQF QUALIFICATION FILE****Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022**

<b>Assessment Criteria for Outcomes</b>	<b>Theory Marks</b>	<b>Practical Marks</b>	<b>Project Marks</b>	<b>Viva Marks</b>
<b>13.</b> thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or refer to supervisor if actions beyond scope of authority or no action is possible to mitigate damage	1	4	-	-
<b>14.</b> use work methods to minimise wastage	1.5	3.5	-	-
<b>15.</b> dispose waste materials as per organisational standards in a safe and hygienic manner	0.5	3.5	-	-
<b>16.</b> complete the procedure to the satisfaction of the client in a commercially acceptable time and as per organisational standards	2	5	-	-
<b>17.</b> record details of the procedure accurately as per organisational policy and procedures	2	3	-	-
<b>18.</b> store information securely in line with the salons policies	2	2	-	-
<b>19.</b> provide specific after-procedure, homecare advice and recommendations for product use and further services to the client	1	4	-	-
<b>NOS Total</b>	<b>27</b>	<b>73</b>	-	-

## NSQF QUALIFICATION FILE

Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Perform facial electrotherapy</i>	<b>16</b>	<b>84</b>	-	-
1. adhere to the health and safety standards laid out by the manufacturer and organization	1	4	-	-
2. position self and client throughout treatment to ensure privacy, comfort and wellbeing	1	4	-	-
3. use suitable consultation techniques to identify treatment objectives. Carry out skin analysis and relevant tests	1	4	-	-
4. perform and adapt the therapy using materials, equipment and techniques correctly and safely to meet the needs of the client and follow manufacturers instructions.	1	4	-	-
5. consult with client's on background, medical history etc with consent form	1	4	-	-
6. carry out facial electrotherapy to improve facial and skin condition using direct high frequency, galvanic, EMS, microcurrent and lymphatic drainage equipment	1	6	-	-
7. Electro Muscle Stimulator (EMS) Use Electro Muscle Stimulator (EMS) on the motor points of the facial muscles Constantly monitoring the intensity of frequency, the time and comfort of the client throughout the procedure.	1	8	-	-
8. lymphatic drainage equipment Ventouse Choose the appropriate size and type of Ventouse Choose and use the correct strokes and amount of suction in towards the lymph nodes	1	6	-	-
9. Galvanic To perform application of desincrustation/ iontophoresis gel/solution. Toknow Galvanic electrode preparation To know Maintenance of galvanic electrodes	1	6	-	-
10. High-frequency To perform Direct high-frequency method To perform Indirect high-frequency method To know Maintenance of high frequency electrodes	1	8	-	-

**NSQF QUALIFICATION FILE****Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022**

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
11. Micro current To perform application of micro current with appropriate lubricant, intensity and frequency following manufacturers instructions, Maintenance of micro current electrodes	1	8	-	-
12. perform application of ultrasonic for facial rejuvenation and improved skin conditions	1	8	-	-
13. clarify the client's understanding and expectation prior to commencement of treatment	1	4	-	-
14. complete the therapy to the satisfaction of the guest in a commercially acceptable time	1	4	-	-
15. record the therapy accurately and store information securely in line with the organizations policies	1	3	-	-
16. provide specific after-process advice to the client	1	3	-	-
<b>NOS Total</b>	<b>16</b>	<b>84</b>	<b>-</b>	<b>-</b>

## NSQF QUALIFICATION FILE

Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintain health and safety of the work area</i>	<b>33</b>	<b>67</b>	-	-
PC1. ensure proper supply of Personal Protective Equipment such as tissues, antibacterial soaps, alcohol-based hand cleansers, triple layered surgical face masks, gloves, etc. for the employees and clientele	3	7	-	-
PC2. ensure maintaining basic hygiene and keep proper distance between the clientele to avoid any kind of cross infection, basic hygiene such as wearing disposable N-95/ triple layered surgical face mask, gloves, apron, washing/ sanitizing hands & taking bath at regular intervals, stress management, working in teams, etc.	3	6	-	-
PC3. set up and position oneself, equipment, chemicals, products and tools in the work area to meet legal, hygiene and safety requirements	3	6	-	-
PC4. clean and sterilize all tools and equipment before and after use	3	6	-	-
PC5. maintain one's posture and position to minimize fatigue, risk of injury and chances of cross infection	3	6	-	-
PC6. dispose waste materials in accordance to the industry accepted standards	3	6	-	-
PC7. maintain first aid kit and keep oneself updated on the first aid procedures	3	6	-	-
PC8. identify and document potential risks and hazards in the workplace	3	6	-	-
PC9. accurately maintain accident reports	3	6	-	-
PC10. report health and safety risks/ hazards to concerned personnel	3	6		
PC11. use tools, equipment, chemicals and products in accordance with the guidelines and manufacturers' instructions	3	6		
<b>NOS Total</b>	<b>33</b>	<b>67</b>	-	-



## NSQF QUALIFICATION FILE

Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Create Positive Impression at the workplace</i>	<b>36</b>	<b>64</b>		
<i>Appearance and Behavior</i>	<b>8</b>	<b>14</b>	-	-
PC1. ensure maintaining good health and personal hygiene such as sanitized hands, neatly tied and covered hair, clean nails, etc.	2	4	-	-
PC2. meet the organization's standards of grooming (courtesy, behavior and efficiency) such as engaging with clients with no gender stereotyping, positioning self and client in a manner, to ensure privacy, comfort and well-being of all the genders throughout the services, etc.	2	4	-	-
PC3. stay free from intoxicants while on duty	2	2	-	-
PC4. wear and carry organization's uniform and accessories correctly and smartly by sanitizing it in hot water with detergent and bleach	2	4	-	-
<i>Task execution as per organization's standards</i>	<b>10</b>	<b>18</b>	-	-
PC5. take appropriate and approved actions in line with instructions and guidelines	2	3	-	-
PC6. participate in workplace activities as a part of the larger team	2	4	-	-
PC7. report to supervisor immediately in case there are any work issues	2	3	-	-
PC8. use appropriate language, tone and gestures while interacting with guests from different cultural and religious backgrounds, age, disabilities and gender	2	4	-	-
PC9. improve upon existing techniques of services by updating skills, such as, learning about digital technologies (by using digital platform for booking an appointment, making bills & payments, collecting feedback); financial literacy (opening savings bank accounts, linking Aadhaar card to bank account, using various e-commerce platforms); self-ownership, etc.	2	4	-	-

**NSQF QUALIFICATION FILE**Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Communication and Information record</i>	<b>18</b>	<b>32</b>	-	-
PC10. communicate procedure related information to guests based on the sectors code of practices and organizations procedures/ guidelines	2	5	-	-
PC11. communicate role related information to stakeholders in a polite manner and resolve queries, if any	2	3	-	-
PC12. assist and guide guests to services or products based on their needs	2	4	-	-
PC13. report and record instances of aggressive/ unruly behavior and seek assistance	2	3	-	-
PC14. use communication equipment (phone, email etc.) as mandated by the organization	2	3	-	-
PC15. carry out routine documentation (such as recording details related to employee's tasks, services taken and feedback given by clients) legibly and accurately in the desired format	2	3	-	-
PC16. maintain confidentiality of information, as required, in the role	2	4	-	-
PC17. communicate the internalization of gender & its concepts at work place	2	4	-	-
PC18. conduct various workshops for the employees at workplace; using range of technologies that aid PwDs at the workplace, etc.	2	4	-	-
<b>NOS Total</b>	<b>36</b>	<b>64</b>	-	-

**NSQF QUALIFICATION FILE**Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Manage and lead a team</i>	31	69	-	-
1. ensure team is aware of the schedule and job expectations on a daily basis	2	8	-	-
2. involve team in regular meetings to communicate information intended for them	2	8	-	-
3. ensure communication to team on any changes in policies/ processes by the organization through required verbal/ written mechanisms	10	10	-	-
4. ensure participation of team in various engagement initiatives organized by the organization	8	2	-	-
5. counsel and address issues among team for any work related issues	2	8	-	-
6. support the centre manager the deployment of team as per client schedule and the organizational norms and guidelines	2	8	-	-
7. ensure periodic training of the team and support the team by delivering trainings	2	8	-	-
8. share knowledge of processes, techniques, therapies and products with the team to enhance their skill levels	1	9	-	-
9. provide feedback to the centre manager pertaining to performance appraisals of team	2	8	-	-
<b>NOS Total</b>	<b>31</b>	<b>69</b>	<b>-</b>	<b>-</b>

## NSQF QUALIFICATION FILE

Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Consult and advise client's</i>	<b>19</b>	<b>81</b>	-	-
1. adhere to the health and safety standards laid out by the organization	1	5	-	-
2. identify the client needs for services and products taking into account factors that may limit or affect the choice; such as for client's with special needs	2	10	-	-
3. analyse the treatment/ activity area, visually and carry out necessary tests	2	8	-	-
4. consult the client by questioning to identify contra-indications to products/ services and provide recommendations for treatments/ services that are suitable to the client	2	10	-	-
5. define a suitable treatment/ plan to meet the client's needs	2	8	-	-
6. confirm to the client the pricing and duration of service and products and address client queries	2	8	-	-
7. communicate effectively with the client to maintain client's goodwill trust	2	8	-	-
8. clarify the client's understanding and expectation prior to commencement of treatment	2	8	-	-
9. provide after care advice and recommendations to the client	2	8	-	-
10. record the client and treatment details accurately and store information securely in line with the organization's policies	2	8	-	-
<b>NOS Total</b>	<b>19</b>	<b>81</b>	-	-

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Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Promote and sell services and products</i>	16	84	-	-
1. greet client's when they enter the retail outlet and direct them to the counter based on their needs	1	4	-	-
2. identify the client needs for services and products taking into account factors that may limit or affect the choice	1	6	-	-
3. analyse the treatment/ activity area, visually and carry out necessary tests	1	4	-	-
4. consult the client by questioning to identify contraindications to products/ services and provide recommendations for treatments/ services that are suitable to the client	1	4	-	-
5. provide product, promotion, and pricing information as per client's requirements and address client queries	1	4	-	-
6. define a suitable treatment/ service plan to meet the client's needs	1	4	-	-
7. communicate effectively with the client to maintain client's goodwill trust	1	6	-	-
8. clarify the client's understanding and expectation prior to commencement of treatment/service or sale of product	1	6	-	-
9. maintain a client database by inputting client profiles and updates	1	4	-	-
10. make arrangements for the client's needing a refund or replacement of their products/ equipment based on company policy	1	6	-	-
11. assist in managing the product/ equipment inventory and ordering products/ equipment based on inventory status	1	6	-	-

**NSQF QUALIFICATION FILE****Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022**

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
12. assist in maintaining promotional database by inputting invoices and bill-back data as per organization standards	1	6	-	-
13. set up and manage the display area of the range of products/ equipment available in the organization	1	6	-	-
14. label the displayed products/ equipment clearly, accurately in alignment to the required standards	1	6	-	-
15. provide after care advice and recommendations to the client	1	6	-	-
16. record the client and treatment/ service details accurately and store information securely in line with the centers policies	1	6	-	-
<b>NOS Total</b>	<b>16</b>	<b>84</b>	<b>-</b>	<b>-</b>

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to Employability Skills</i>	1	1	-	-
PC1. understand the significance of employability skills in meeting the current job market requirement and future of work	-	-	-	-
PC2. identify and explore learning and employability relevant portals	-	-	-	-
PC3. research about the different industries, job market trends, latest skills required and the available opportunities	-	-	-	-
<i>Constitutional values - Citizenship</i>	1	1	-	-
PC4. recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.	-	-	-	-
PC5. follow environmentally sustainable practices	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	1	3	-	-
PC6. recognize the significance of 21st Century Skills for employment	-	-	-	-
PC7. practice the 21st Century Skills such as Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life	-	-	-	-
PC8. adopt a continuous learning mindset for personal and professional development	-	-	-	-
<i>Basic English Skills</i>	3	4	-	-
PC9. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-



Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC10. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
PC11. write short messages, notes, letters, e-mails etc. in English	-	-	-	-
<i>Career Development &amp; Goal Setting</i>	1	2	-	-
PC12. identify career goals based on the skills, interests, knowledge, and personal attributes	-	-	-	-
PC13. prepare a career development plan with short- and long-term goals	-	-	-	-
<i>Communication Skills</i>	2	2	-	-
PC14. follow verbal and non-verbal communication etiquette while communicating in professional and public settings	-	-	-	-
PC15. use active listening techniques for effective communication	-	-	-	-
PC16. communicate in writing using appropriate style and format based on formal or informal requirements	-	-	-	-
PC17. work collaboratively with others in a team	-	-	-	-
<i>Diversity &amp; Inclusion</i>	1	1	-	-
PC18. communicate and behave appropriately with all genders and PwD	-	-	-	-
PC19. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	2	3	-	-
PC20. identify and select reliable institutions for various financial products and services such as bank account, debit and credit cards, loans, insurance etc.	-	-	-	-
PC21. carry out offline and online financial transactions, safely and securely, using various methods and check the entries in the passbook	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC22. identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-
PC23. identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
<i>Essential Digital Skills</i>	<b>3</b>	<b>5</b>	-	-
PC24. operate digital devices and use their features and applications securely and safely	-	-	-	-
PC25. carry out basic internet operations by connecting to the internet safely and securely, using the mobile data or other available networks through Bluetooth, Wi-Fi, etc.	-	-	-	-
PC26. display responsible online behaviour while using various social media platforms	-	-	-	-
PC27. create a personal email account, send and process received messages as per requirement	-	-	-	-
PC28. carry out basic procedures in documents, spreadsheets and presentations using respective and appropriate applications	-	-	-	-
PC29. utilize virtual collaboration tools to work effectively	-	-	-	-
<i>Entrepreneurship</i>	<b>2</b>	<b>3</b>	-	-
PC30. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
PC31. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
PC32. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
<i>Customer Service</i>	<b>1</b>	<b>2</b>	-	-
PC33. identify different types of customers and ways to communicate with them	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC34. identify and respond to customer requests and needs in a professional manner	-	-	-	-
PC35. use appropriate tools to collect customer feedback	-	-	-	-
PC36. follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship &amp; Jobs</i>	<b>2</b>	<b>3</b>	-	-
PC37. create a professional Curriculum vitae (Résumé)	-	-	-	-
PC38. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
PC39. apply to identified job openings using offline /online methods as per requirement	-	-	-	-
PC40. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
PC41. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>30</b>	-	-

**Means of assessment 1**

Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.

The assessment for the theory part will be based on knowledge bank of questions created by the SSC.

Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training centre (as per assessment criteria below.)

Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre based on these criteria.

**Means of assessment 2**

Add boxes as required.

**Pass/Fail**

To pass the Qualification Pack, every trainee should score a minimum of 70% in aggregate. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.

**SECTION 2**

**25. EVIDENCE OF LEVEL**

**OPTION A**

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
Process	<p><b>Well-developed skill</b></p> <ul style="list-style-type: none"> <li>Carry out facial electrotherapy to improve facial and skin condition using direct high frequency, galvanic, EMS, microcurrent and lymphatic drainage equipment.</li> <li>Perform electrical epilation using various techniques. <ul style="list-style-type: none"> <li>Short wave diathermy/ Galvanic epilation/ Blend method</li> </ul> </li> <li>Perform and adapt the therapy using materials, equipment and techniques correctly and safely to meet the needs of the client</li> <li>Carry out facial care/ clean-up process using the products and equipment as per</li> </ul>	<p>The individual is expected to perform the preparation of the equipment/ products and work area ahead of service delivery, perform facial skin care treatment/facial electro therapy, perform electrical needle epilation treatments to remove hair using alternating current and blend techniques, perform makeup services and etc. The Job holder is expected to exhibit <b>well developed skills</b> with a <b>clear choice of procedures in familiar context</b> such as preparing the equipment, products and work area ahead of service delivery, improving facial skin condition using exfoliation/skin warming/come done extraction/facial massage/mask treatments and moisturizing, carrying out facial electrotherapy, carrying out electrical needle epilation treatments to remove hair, performing make-up for a variety of occasions, including day, evening and special occasions, consulting/ advising / promoting products and services to clients on the range of treatments and therapies and managing the</p>	5

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>service levels laid down by the salon</p> <ul style="list-style-type: none"> <li>Clarify the client's understanding and expectation prior to commencement of treatment</li> <li>Use an exfoliation technique suitable for the client's skin type and skin condition</li> <li>Use a suitable skin warming technique and carry out any necessary extraction relevant to the client's skin type and skin condition</li> <li>Provide facial massage using a medium and techniques suitable for the client's skin type and condition</li> <li>Conceal skin imperfections and blemishes using the suitable colour corrective products where required</li> <li>Select and apply foundation using brush/ sponge, to the centre of face and evenly blended out to sides of the face to achieve coverage</li> <li>Adapt the procedure using materials,</li> </ul>	<p>team of professionals and helpers on day to day basis etc.</p> <p>Thus, considering the scope of work the job holder can be placed at Level 5</p> <p>Since the individual's work is not limited to working in familiar, routine &amp; predictable environment but rather even encompasses job that requires well developed skill such as carrying out facial electrotherapy to improve facial and skin condition, carrying out electrical needle epilation treatments to remove hair using alternating current and blend techniques and managing the team of subordinates, therefore s/he can't be placed in Level 4.</p> <p>And as the job holder doesn't require to exhibit wide range of specialized technical skill like planning/ preparing/ delivering the training programmes for skincare/makeup or providing additional coaching to learners, therefore s/he can't be placed at Level 6</p>	

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>equipment and techniques correctly and safely to meet the needs of the client</p> <p><b>Clear choice of procedures in familiar context</b></p> <ul style="list-style-type: none"> <li>• Select and apply suitable powder to set the foundation</li> <li>• Select and apply a suitable blusher to give warmth and contour the face</li> <li>• Enhance the eyebrow shape to suit the client and make-up plan</li> <li>• Select and apply a suitable eye shadow using a corrective technique and that suits the occasion and client's needs.</li> <li>• Select and apply an eyeliner/ eye pencil and mascara to enhance the eye shape to suit the client's needs</li> <li>• Select and apply a suitable lip liner, lipstick, lip gloss using corrective make-up techniques to enhance the lips to meet the</li> </ul>		



**NSQF QUALIFICATION FILE****Approved in 24<sup>th</sup> NSQC Meeting – NCVET – 17<sup>th</sup> November, 2022**

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>client's needs and make up plan</p> <ul style="list-style-type: none"><li>• Label the displayed products clearly, accurately in alignment to the required standards</li><li>• Ensure that environmental conditions are suitable for the client and the treatment to be carried out in a hygiene and safe environment</li><li>• Select suitable equipment and products required for the treatment</li><li>• Consult the client by questioning to identify contra-indications to products and provide recommendations for treatments that are suitable to the client</li><li>• Define a suitable treatment plan to meet the client's needs</li><li>• Use products, tools, equipment and techniques to meet the design plan and to suit client treatment needs, skin types and conditions</li></ul>		

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<ul style="list-style-type: none"> <li>Select and prepare suitable skin care and make up products to meet the client's needs and work plan</li> </ul>		
Professional knowledge	<b>Knowledge of facts</b> <ul style="list-style-type: none"> <li>Types of products, materials and equipment required for the treatment</li> <li>Range and use of products available for facial treatment suitable for different skin types and conditions</li> <li>Range of services and products offered by the organization</li> <li>Latest promotional schemes on various products</li> <li>Basic mapping of the requirements with the products</li> <li>Desired effects of products in relation to their chemical composition</li> <li>Active ingredients found in different hair</li> </ul>	<p>The individual is expected to exhibit the knowledge of the effect of the natural ageing process on the skin and muscle tone, knowledge of electrotherapy and object of the treatment, knowledge of causes of hair growth and its patterns, knowledge of effect of lighting has on the colour of make-up, knowledge of removal of eye make-up and skin make-up (cleanse, tone, and moisturize) and etc.</p> <p>The job holder is expected to illustrate <b>knowledge of facts such as</b> basic ailments/ contraindications/ contra actions/ treatment plans, <b>knowledge of principles &amp;</b> practice of skin therapies, <b>knowledge of various processes like</b> checking and handling the equipment before and during the procedure/ the effect of the natural ageing process on the skin and muscle tone <b>and general concepts of in the field of Skincare/Makeup such as</b> knowledge of applicable legislation relating to the workplace, products/materials and equipment required for various treatments, anatomy/physiology and pathology for skin</p>	5

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>and beauty products</p> <ul style="list-style-type: none"> <li>• Various products offered by the company</li> <li>• Label the displayed products clearly, accurately in alignment to the required standards</li> <li>• Features and benefits of the company's loyalty scheme</li> <li>• Promotions and offers currently available</li> <li>• Keep abreast with the latest knowledge by reading brochures, pamphlets, and product information sheets</li> </ul> <p><b>Principles, general concepts</b></p> <ul style="list-style-type: none"> <li>• Ageing and lifestyle effects on the skin and muscle tone knowledge of the diseases and disorders of the skin</li> <li>• Knowledge of applicable legislation relating to the workplace</li> <li>• Anatomy, physiology and pathology for</li> </ul>	<p>treatments. S/he should also know about various kinds of electrical current, how to carry out Skin sensitivity tests, structure/function/characteristics of skin &amp; range and use of product available for facial treatment suitable for different skin types, various products offered by the company its features/ benefits &amp; stock availability etc.</p> <p>Since all the above-mentioned professional skill are related to facts, principles, processes and general concepts in the field of Skincare services the role qualifies for Level 5.</p> <p>The Job holder is expected to possess professional skills more than just factual knowledge about Skincare/makeup services but also knowledge of facts like treatment adaptations according to treatment plan and individual client suitability, knowledge of principles about skincare services/ makeup services and its outcomes, therefore s/he can't be placed at Level 4</p> <p>Further since the job holder doesn't require to exhibit factual &amp; theoretical knowledge in broad contexts within Skincare services such as the types of qualitative and quantitative information for analysis of skin types, facial treatments etc.</p>	

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Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>skin treatments</p> <ul style="list-style-type: none"><li>• Principles and practice of skin therapies</li><li>• The effect of the natural ageing process on the skin and muscle tone</li><li>• Structure, function, characteristics of skin</li><li>• Effect of functional groups on the reactivity of a molecule in products</li><li>• Code of practices and guidelines relating to communication with people</li><li>• Importance of personal health and hygiene</li><li>• Structure, function, characteristics of skin types and position of the muscles</li><li>• Position of head, face, neck and shoulder girdle bones and skeletal function</li><li>• Structure and function of the endocrine system</li><li>• Hormones secreted by the anterior pituitary, posterior lobe, the parathyroid</li></ul>	<p>and evolving related trends, hence the individual can't be placed at Level 6</p>	

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Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>glands, the pancreas, the adrenal medulla, the adrenal cortex</p> <ul style="list-style-type: none"><li>• Gonads (sex glands): Ovaries, testes</li><li>• Equipment- G5 (gyratory vibratory machine)</li><li>• Composition of blood</li><li>• Functions of the lymphatic system, lymphatic components, and lymphatic nodes.</li><li>• Circulatory System, functions of blood, arteries, veins, blood composition and circulation and lymphatic system, the nervous system</li></ul> <p><b>Processes</b></p> <ul style="list-style-type: none"><li>• Ensure communication to team on any changes in policies/ processes by the organization through required verbal/ written mechanisms</li><li>• Organization's standards of performance</li></ul>		

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<b>Title/Name of qualification/component: Senior Beauty Therapist</b>			<b>Level: 5</b>
<b>NSQF Domain</b>	<b>Key requirements of the job role</b>	<b>How the job role relates to the NSQF level descriptors</b>	<b>NSQF Level</b>
	<p>and sequence of services</p> <ul style="list-style-type: none"><li>• Removal of eye make-up and skin make-up( cleanse, tone, and moisturize)</li><li>• Relevant hr policies and processes followed by the organization</li><li>• Process and products to sterilize and disinfect equipment/ tools</li><li>• Carrying out a detailed skin analysis and relevant tests</li><li>• Set up the equipment and prepare the products for treatments in adherence to the salon procedures and product/ equipment guidelines</li><li>• Provide specific after-procedure, homecare advice and recommendations for product use and further treatments to the client</li><li>• Plan and manage work routine based on salon procedure</li></ul>		

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
Professional skill	<p><b>Cognitive and practical skills</b></p> <ul style="list-style-type: none"> <li>• Select suitable equipment and products required for the treatment</li> <li>• Consult the client by questioning to identify contra-indications to products and provide recommendations for treatments that are suitable to the client</li> <li>• Define a suitable treatment plan to meet the client's needs</li> <li>• Use products, tools, equipment and techniques to meet the design plan and to suit client treatment needs, skin types and conditions</li> <li>• Select and prepare suitable skin care and make up products to meet the client's needs and work plan</li> <li>• Manage the storage/ disposal/ cautions of use of products, fire precautions, occurrences, hygiene practice, disposal of waste and environmental protection</li> </ul>	<p>The individual is expected to plan &amp; organize the schedule for all services &amp; bookings to be undertaken by self or by the team of subordinates &amp; ensure adherence to the same. Further s/he must be able to take decision on a regular basis &amp; solve problem being faced by self &amp; team. The individual should also be able to analyze the data pertinent to client /products/services &amp; evaluate future course of action for self or by the team of subordinates</p> <p><b>The Job holder is expected to exhibit a range of practical and cognitive skills required to accomplish tasks and solve problems by selecting and applying basic methods like ensuring that environmental conditions are suitable for the client and the treatment to be carried out, <b>basic tools like</b> selecting suitable equipment and products required for the facial electrotherapy/ epilation or other skincare/makeup treatments in adherence to the organization procedures/guidelines. The individual is also expected to possess <b>information</b> about the <b>materials and</b> such as knowledge of the latest promotional schemes on various products/ their available stocks and their features &amp; benefits.</b></p>	5



Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<ul style="list-style-type: none"> <li>Build customer relationships and use customer centric approach</li> <li>Plan and organize service feedback files/documents</li> <li>Plan and manage work routine based on salon procedure</li> <li>Select and apply a suitable eye shadow using a corrective technique and that suits the occasion and client's needs.</li> <li>Select and apply an eyeliner/ eye pencil and mascara to enhance the eye shape to suit the client's needs</li> <li>Select and apply a suitable lip liner, lipstick, lip gloss using corrective make-up techniques to enhance the lips to meet the client's needs and make up plan</li> </ul> <p><b>Solve problems</b></p> <ul style="list-style-type: none"> <li>Conceal skin imperfections and blemishes using the suitable colour corrective</li> </ul>	<p>Thus, considering the professional skills the job holder can be placed at Level 5</p> <p>Since the Job holder is expected to exhibit cognitive skills along with practical skills required to accomplish the tasks by ensuring that the team of Beauty therapists are aware of the schedules and job expectations on a daily basis and the job holder is also expected to solve problems by counselling and addressing issues among the Beauty therapists for any work related issues, therefore s/he can't be placed at Level 4.</p> <p>And as the job holder is not required to possess practical and cognitive skills required to generate solutions for specific problems such as response to the recurring skin problems due to certain products, long term impact of skin treatments on skin and body etc., hence s/he can't be placed at level 6</p>	



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Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>products where required</p> <ul style="list-style-type: none"><li>• Select and choose a corrective technique and contour by highlights and shading</li><li>• Define a suitable treatment plan to meet the client's needs</li><li>• Consult the client by questioning to identify contra-indications to products and provide recommendations for treatments that are suitable to the client</li><li>• Counsel and address issues among the team for any work related issues</li><li>• Question customers appropriately in order to understand the nature of the problem and make a diagnosis</li><li>• Identify immediate or temporary solutions to resolve delays</li><li>• Make decisions pertaining to the concerned area of work</li><li>• Treatment adaptations according to</li></ul>		

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	treatment plan and individual client suitability <ul style="list-style-type: none"> <li>• Think through the problem, evaluate the possible solution(s) and suggest an optimum/best possible solution(s)</li> <li>• Deal with clients lacking the technical background to solve the problem on their own</li> </ul>		
Core skill	<b>Desired mathematical skill</b> <ul style="list-style-type: none"> <li>• How and when to measure performance of the team</li> <li>• Maintain accurate records of client, treatments, operating and closing checklists, product stock status</li> <li>• Discuss task lists, schedules, and work-loads with co-workers</li> <li>• Understand the client scheduling and bookings and maintain the work area, equipment and product stocks to meet the</li> </ul>	<p>The individual is expected to exhibit business communications skills, networking skills &amp; capable of handling client data in the prescribed way.</p> <p>The Job holder is expected to be possess desired <b>mathematical skills</b> to calculate ongoing promotional schemes on various skincare/makeup treatments, <b>understanding of social, political environment</b> so as to inform clients with the latest global beauty trends <b>and some skill of collecting and organizing information by taking verbal/written feedback on the</b> skincare/makeup treatments availed by the client or in general the whole experience of being in the salon, <b>and possess fair</b></p>	5

Title/Name of qualification/component: Senior Beauty Therapist		Level: 5	
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>schedule</p> <ul style="list-style-type: none"> <li>Maintain accurate records of clients, treatments and product stock levels</li> </ul> <p><b>Understanding of social, political</b></p> <ul style="list-style-type: none"> <li>Avoid using jargon, slang or acronyms when communicating with a customer, unless it is required</li> <li>Question customers/ clients appropriately in order to understand the nature of the problem and make a diagnosis</li> <li>Manner and tone, professional, supportive, respectful, sensitive to client</li> <li>Discuss task lists, schedules, and work-loads with co-workers</li> <li>Manage relationships with customers who may be stressed, frustrated, confused, or angry</li> </ul>	<p><b>communication</b> skills so as the job holder can promote various skincare/makeup products and treatments to clients through consultation and advice on the range of treatments and products offered by the organization.</p> <p>Thus considering the core skills, s/he can be placed at Level 5</p> <p>The Job holder is expected to exhibit core skills more than just communication skills in written &amp; oral form with required clarity but also some skill of collecting &amp; organizing information such as addressing client's needs/enquiries through consultation and advise on the range of various skincare/makeup treatments and products available, hence s/he can't be placed at Level 4</p> <p>And since the job holder doesn't require to be good in mathematical calculations which helps during the assessment of training sessions learning of the participants or analysing customer feedback, therefore s/he can't be placed at Level 6</p>	

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Title/Name of qualification/component: Senior Beauty Therapist				Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level	
	<ul style="list-style-type: none"><li>Support the centre manager the deployment of the team as per client schedule and the organizational norms and guidelines</li><li>Ensure periodic training of the team and support the team by delivering trainings</li><li>Meet the organisation's standards of courtesy, behavior and efficiency</li><li>Stay free from intoxicants while on duty</li></ul> <p><b>Some skill of collecting and organising information, communication</b></p> <ul style="list-style-type: none"><li>Maintain accurate records of clients, treatments and product stock levels</li><li>Ensure communication to the team on any changes in policies/ processes by the organization through required verbal/ written mechanisms</li><li>Share knowledge of processes, techniques, therapies and products with</li></ul>			

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Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>the team to enhance their skill levels</p> <ul style="list-style-type: none"><li>• Plan and organize service feedback files/documents</li><li>• Understand the client scheduling and bookings and maintain the work area, equipment and product stocks to meet the schedule</li><li>• Keep abreast with the latest knowledge by reading brochures, pamphlets, and product information sheets</li><li>• Communicate procedure related information to clients based on the sector's code of practices and organisation's procedures/ guidelines</li><li>• Communicate role related information to stakeholders in a polite manner and resolve queries, if any</li><li>• Assist and guide clients to services or products based on their needs</li><li>• Report and record instances of aggressive/</li></ul>		

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>unruly behavior and seek assistance</p> <ul style="list-style-type: none"> <li>Carry out routine documentation legibly and accurately in the desired format</li> <li>File routine reports and feedback</li> </ul>		
Responsibility	<p><b>Responsibility for own work and learning</b></p> <ul style="list-style-type: none"> <li>Apply, analyse, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action</li> <li>Participate in self developmental training activities to enhance one's knowledge of salon performance standards and applicable health and safety legislative requirements</li> <li>Understand the directives passed down by supervisors</li> <li>Plan and manage work routine based on salon procedure</li> <li>Accept feedback in a positive manner and</li> </ul>	<p>The individual is responsible to perform various kinds of advanced beauty treatments &amp; managing the team of subordinates</p> <p>The Senior Beauty Therapist is a professionally trained individual who specializes in beauty treatments of both the face and body. <b>S/he is responsible for his/ her work and learning as s/he</b> consults, advises, and performs various duties such as providing skincare treatments using facial electrotherapy, applying bridal makeup, removal of unwanted hair by electrical epilation services <b>and to an extent subordinate's works and learning since s/he has to</b> manage the team of beauty therapists on day to day basis by ensuring their deployment.</p> <p>Considering the responsibilities, the individual can be placed at level 5</p>	5

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>develop on the shortcomings</p> <ul style="list-style-type: none"> <li>Read about new products and services with reference to the organization and also from external forums such as websites and blogs</li> </ul> <p><b>Responsibility for others' works and learning</b></p> <ul style="list-style-type: none"> <li>Deal with clients lacking the technical background to solve the problem on their own</li> <li>Discuss task lists, schedules, and work-loads with co-workers</li> <li>Ensure the team is aware of the schedule and job expectations on a daily basis</li> <li>Involve the team in regular meetings to communicate information intended for them</li> <li>Ensure communication to the team on any changes in policies/ processes by the organization through required verbal/</li> </ul>	<p>Since the Job holder's responsibility is not limited till his/her own work &amp; learning but also encompasses some responsibilities for others work &amp; learning as s/he is expected to manage &amp; lead a team of subordinates, therefore s/he can't be placed at 4.</p> <p>And as the responsibilities are not so broad enough to be fully responsible for others work &amp; learning as then s/he would also have to plan/prepare/ deliver skincare training, monitor/evaluate the progress of the learners &amp; support the learners who needs additional coaching to achieving their desired results, therefore s/he can't even be placed at level 6</p>	

Title/Name of qualification/component: Senior Beauty Therapist			Level: 5
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>written mechanisms</p> <ul style="list-style-type: none"> <li>• Ensure participation of the team in various engagement initiatives organized by the organization</li> <li>• Support the centre manager the deployment of the team as per client schedule and the organizational norms and guidelines</li> <li>• Ensure periodic training of the team and support the team by delivering trainings</li> <li>• Share knowledge of processes, techniques, therapies and products with the team to enhance their skill levels</li> <li>• Provide feedback to the centre manager pertaining to performance appraisals of the team</li> </ul>		



**SECTION 3**

**EVIDENCE OF NEED**

26	What evidence is there that the qualification is needed? What is the estimated uptake of this qualification and what is the basis of this estimate?		
	Basis	In case of SSC	In case of other Awarding Bodies (Institutes under Central Ministries and states departments)

<p>Need of the qualification Please refer to the attached list of job roles and occupations as per the attachment and their career paths as per Annexure 1, which have been derived through extensive industry interactions facilitated from four workshops, and site visits conducted and interaction with representatives from different organizations all over the country. Research was conducted in the Beauty &amp; Wellness sector to capture revenue and manpower requirement estimates till 2022. The research provides the data that the discussed qualification is one of the critical roles in the sector. The details of statistics and research analysis are provided</p>	<p>B&amp;WSSC undertook market study and will enclose demand forecast for the proposed job role both on short-term and long-term basis to substantiate the requirement of the Qualification proposed. B&amp;WSSC can produce the data from primary or authorized secondary sources as well.</p>	<p>The Submitting Body would produce any reputable and reliable research reports, such as labour market information reports; occupational mapping or similar research carried out by Ministry/State/Any other authentic source forecasting the demand for the proposed qualification</p>
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	separately as a research analysis report.		
	Industry Relevance	B&WSSC undertook validation of the job roles with actual end-user industry where such employment is going to be generated and absorbed instead of generic validation of industry. B&WSSC will submit the endorsements from users/intended users of the qualification clearly supporting or otherwise the need for trained people against specific job role. (The industry validation format had been used)	The Submitting Body would submit the list of industry participation while preparation of the curriculum/ course content of the qualifications. These could include minutes of the meeting/ reports of these consultations

	<p>Usage of the qualification</p>	<p>The SSC would submit details of the employment generated (wherever applicable) and realised by virtue of training in the Qualifications of the sector earlier submitted for NSQF alignment.</p> <p>B&amp;WSSC is an unorganized sector, hence case studies/ evidences will be given.</p>	<p>The submitting body would submit the details of trained and placed data in the proposed qualification (if an existing qualification is being proposed for NSQF alignment)</p> <p>Information about the success of the qualification should be given (eg. uptake figures, examples of use in recruitment and placement rates (if known) should be given. However, many of the bodies that do not have placement tracking mechanism established in place would provide necessary endorsements by the state/ ministry stating that a tracking mechanism would be institutionalized and placement records shall</p>
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			be provided annually or later, depending on length of qualification.
	<p>Estimated uptake</p> <p>The market size of beauty and salons are INR 26494 crores in 2017 and is growing at a rate of 15-20 %.</p>	<p>The employment in beauty sector is expected to grow at a CAGR of 20 per cent, with 23 per cent in organized and 15 per cent in unorganized segments.</p>	<p>The Submitting Body should submit the estimated uptake by reflecting the number of the takers for this qualification for at least two years from submission of the qualification</p>
<b>27</b>	<p><b>Recommendation from the concerned Line Ministry of the Government/Regulatory Body. To be supported by documentary evidences</b></p> <p>N/A</p>		
<b>28</b>	<p><b>What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF? Give justification for presenting a duplicate qualification</b></p> <p>Under NCVET, there is no other similar STT course.</p>		
<b>29</b>	<p><b>What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated? Specify the review process here</b></p> <p>The comments, feedback and suggestions were collected through interaction with industry experts. The same will be compiled and justifiable changes will be incorporated in the next/updated version of the QP. This QP is set to be revised before 17/11/2025.</p>		

Please attach most relevant and recent documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

**SECTION 4**

**EVIDENCE OF PROGRESSION**

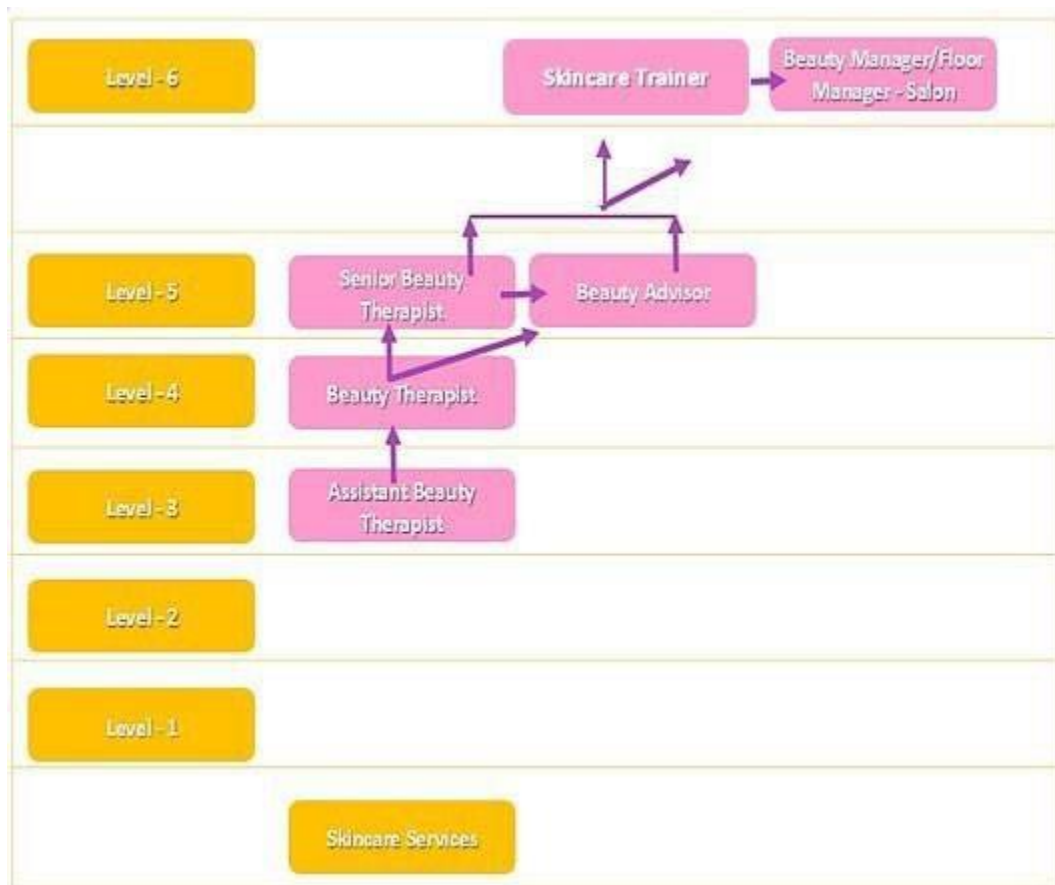
30	<p><b>What steps have been taken in the design of this or other qualifications to ensure that there is a clear path to other qualifications in this sector?</b> <b><i>Show the career map here to reflect the clear progression</i></b></p> <ol style="list-style-type: none"><li>1. Discussing the growth trajectory within each occupation after studying organisational charts of various industry players across small, medium and large-scale organizations.</li><li>2. Exploring various lateral career opportunities for the discussed qualification</li><li>3. Ensuring that there is a clear role up in terms of performance criteria qualification experience and skill requirement from lower NSQF Level to higher levels in the hierarchy.</li></ol> <p>Please refer to attached career path as per annexure 1 which clearly defines the career path.</p>
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Please attach most relevant and recent documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

1. Career Map of Senior Beauty Therapist - Annexure 1
2. QP BWS/Q0104 - Annexure 2

**Annexure 1: Career Map**



**Annexure 2: QP BWS/Q0104**

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