

**BARBER****RAPIDS: 0030D**

O\*NET/SOC: 39-5011.00

REVISION DATE: 03/2021

**TRADE DESCRIPTION:** Provide barbering services, such as cutting, trimming, shampooing, and styling hair, trimming beards, or giving shaves.

**TASK PERFORMANCE:** Demonstrate knowledge and skills for qualifying as Journeyman. Applicable Job Qualification Requirements will be used as a guide in performing tasks and demonstrating knowledge in the following competencies.

**TRADE ELIGIBILITY REQUIREMENTS:**

Service Member assigned, trained and working full time in this trade occupation;

Have a minimum of 12 months remaining on active duty when beginning this trade apprenticeship;

Agree to abide by the National Standards of Apprenticeship.

**Related Instruction:**

Trade related On-The-Job-Training (OJT) or Any Trade related schools/courses totaling 144 or more hours.

**Additional Requirement:**

RS/SH - Must have Course (s): Barber (CIN: A840-0013) NEC: 756A

<b>JOB FUNCTION 1: GENERAL ADMINISTRATION</b>			
<b>Competencies:</b>	Achieved Competency	Date Achieved	Approved By
1 - Keep card files on clientele, recording notes of work done, products used and fees charged after each visit.			
2 - Record services provided on cashiers' tickets or receive payment from customers.			
3 - Perform clerical and administrative duties such as keeping records, paying bills, hiring and supervising personnel.			
<b>JOB FUNCTION 2: LOGISTICS</b>			
<b>Competencies:</b>	Achieved Competency	Date Achieved	Approved By
1 - Order supplies.			
2 - Recommend and sell lotions, tonics, or other cosmetic supplies.			
<b>JOB FUNCTION 3: PERSONNEL SUPPORT</b>			
<b>Competencies:</b>	Achieved Competency	Date Achieved	Approved By
1 - Question patrons regarding desired services and haircut styles.			
<b>JOB FUNCTION 4: SANITIZING AND STERILIZING</b>			
<b>Competencies:</b>	Achieved Competency	Date Achieved	Approved By
1 - Clean and sterilize scissors, combs, clippers, and other instruments.			
<b>JOB FUNCTION 5: DISEASES OF THE SKIN AND SCALP</b>			
<b>Competencies:</b>	Achieved Competency	Date Achieved	Approved By
1 - Identify hair problems, using microscopes and testing devices, or by sending clients' hair samples out to independent laboratories for analysis.			
<b>JOB FUNCTION 6: USE BASIC BARBERING TOOLS</b>			

<b>Competencies:</b>	Achieved Competency	Date Achieved	Approved By
1 - Cut and shape hair and mustaches, shave whiskers and trim beards, and give facial massages, shampoos, and scalp treatments.			
2 - Operate tools such as; clippers, clipper blades, sheers, brush, comb, and scissors.			
3 - Provide customers with barbering service.			
<b>JOB FUNCTION 7: BASIC FUNDAMENTALS IN CUTTING HAIR</b>			
<b>Competencies:</b>	Achieved Competency	Date Achieved	Approved By
1 - Stay informed of the latest styles and hair care techniques.			
2 - Drape and pin protective cloths and customers' shoulders.			
3 - Clean work stations and sweep floors.			
4 - Curl, color, or straighten hair, using special chemical solutions and equipment.			
5 - Measure, fit, and groom hairpieces.			
6 - Apply lather and shave beards or neck and temple hair contours, using razors.			
7 - Shape and trim beards and mustaches, using scissors.			
<b>JOB FUNCTION 8: PERSONAL HYGIENE</b>			
<b>Competencies:</b>	Achieved Competency	Date Achieved	Approved By
1 - Shampoo hair.			
2 - Suggest treatments to alleviate hair problems.			
3 - Provide skin care and nail treatments.			
4 - Provide face, neck, and scalp massages.			
<b>FINAL APPROVER:</b>	<b>ALL COMPETENCIES COMPLETED:</b>		
<b>SIGNATURE:</b>	<b>DATE:</b>		