



624 Lillington Highway, Spring Lake

## Receptionist

- From \$12.00 an hour/12 hours per week
- Part-time
- Employee Discount

### **Full Job Description:**

We need a reliable receptionist who will be able to:

- Prioritize and multitask
- Greet Guest and help service them
- Answer phone calls
- Take payments
- Help maintain hot towels
- Keep all the staff in turn
- Keep the salon clean
- Other front desk duties

### **Experience:**

- Customer Service: 1 Year (Preferred)

### **To Apply:**

<https://www.indeed.com/jobs?q=My+Nails+and+spa&l=Fayetteville%2C+NC&from=searchOnDesktopSerp&vjk=fd5999e0075f41a3>