### **BUREAU D'IMAGE**

Grooming training - Corporate self-image (male or female staff)

The image of ambassadors is a means of communicating the brand to the customer. Our Grooming training courses enable participants to master the gestures and best practices to guarantee a good professional image.

#### <u>Public :</u>

Hotel or service staff working with customers (male or female participants, groups cannot be mixed).

#### Prerequisites :

No prerequisites - It is recommended to read our roadmap to anticipate the success of the training.

#### **Operational objectives :**

Respect the company's presentation standards using professional techniques. Adapt the right gestures to your personality (skin tone, eye color, hair type).

Women's personal program :

Make-up :

Apply make-up that is appropriate for the company: elegant and discreet.

Use the right shades and colors for complexion, eyes and lips,

Manicure :

Give yourself a flawless manicure with all the professional steps:

Scrub hands, push back cuticles, apply a suitable cream, apply nail polish in a color suited to the professional environment.

Styling :

Produce a professional hairstyle that is easy to do every day, depending on hair length hair length and permissible/ impermissible attachments: chignons, braids or ponytails.

#### Men's personal program :

Close shave or neat beard (according to standards):

Acquire good shaving practices while taking care of your skin.

Skin care simulation with exfoliation, clay mask and application of a facial care product.

Learn how to care for and maintain your beard.

Shoe polish :

How to care for your shoes. Practical application of all waxing steps. Manicure :

Give yourself a flawless manicure with all the professional steps:

Scrub hands, push back cuticles, apply a suitable cream.

Tie knot :

Windsor-style tie-knot techniques and know-how based on practical application.

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Methods used : Role-playing, self-reproduction techniques, participative teaching.

Access : To be agreed together, please consult us, we will reply within 48 hours. All our training courses take place on our partners' premises.

Duration : 1 day of 7 h comprising 2 sessions ( 2 x 3h30).

Tariffs & special conditions : Please contact us. Systematically adapting our offer to suit your standards, values, courses to be designed and training locations: We undertake to send you a personalized offer within 48 hours.

Evaluation methods : A self-assessment questionnaire is sent to participants via the EduSign platform. One month later, a second cold questionnaire is sent to learners, again via EduSign. The trainer will also confirm the acquisition of skills by the learners. The participant's attendance and evaluation will be used to generate a certificate of completion.

Learning resources will be e-mailed to participants via the EduSign platform.

Trainer expertise : selected trainer certified and validated by Bureau d'Image.

If you have a disabled employee who would like to take part in one of our training courses, let us know: we'll do our utmost to find a suitable solution.

Nota Bene : We strongly recommend a pre-training audit and post-training operational coaching.

Contact us : Email : contact@bureaudimage.com Our switchboard : 06 19 78 95 35

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