

Vermont State Board Examiners Needed

Dear Licensee:

The VT State Board contracts with Professional Credential Services (PCS) to provide training and certification for examiners for the practical examinations. Examiners score the candidates as they take the practical examination.

Professional Credential Services is looking for licensed cosmetologists, barbers, estheticians and nail technicians to be certified as examiners for the practical licensing examinations. Those licensed professionals who complete the training successfully will be invited to join our existing examination team.

Requirements:

1. Current and active license in one of the fields listed above.
2. A minimum of 3 years experience in your field.
3. Current employment in a salon/in your field.
4. No affiliation with a school associated with the professions listed above for the last two years.
5. Live within 50 miles of **Montpelier, VT.**

The examinations are offered one Monday a month. The hours vary from 4 hours to 9 hours depending upon the number of scheduled candidates.

Please complete and submit the Examiner Profile located at pcshq.com\Careers\Certified Cosmetology & Barbering Examiner. The mailing address is listed below.

If you have any questions, contact Anne Russell at 615-880-4203 or email arussell@pcshq.com.

Sincerely,

Anne Russell
Manager, Test Administration and Special Accommodations
Professional Credential Services
150 Fourth Avenue, North, Suite 800
Nashville, TN 37219

PCS / NIC EXAMINER PROFILE

Vermont

Please Print Legibly:

NAME: _____
(First) (Middle) (Last)

PHYSICAL ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

P.O. BOX: _____

HOME PHONE #: _____ CELL PHONE #: _____
(Area code) (Area code)

WORK PHONE #: _____ FAX #: _____
(Area code) (Area code)

E-MAIL ADDRESS(S): _____
(for PCS contact purposes only)

Please list all current licenses:

COSMETOLOGY LICENSE #: _____ EXPIRE DATE _____

ESTHETICIAN LICENSE #: _____ EXPIRE DATE _____

NAIL TECHNICIAN LICENSE #: _____ EXPIRE DATE _____

INSTRUCTOR LICENSE #: _____ EXPIRE DATE _____

BARBER LICENSE #: _____ EXPIRE DATE _____

HOW MANY YEARS HAVE YOU BEEN LICENSED? _____

ARE YOU CURRENTLY WORKING IN ONE OF THE PREVIOUSLY LISTED PROFESSION (S)?

_____ YES _____ NO IF YES, PLEASE PROVIDE THE NAME OF THE BUSINESS:

ARE YOU CURRENTLY TEACHING IN THE FIELD OF COSMETOLOGY? _____ YES (ineligible) _____ NO

HAVE YOU PREVIOUSLY SERVED AS AN EXAMINER OR PROCTOR? _____ YES _____ NO

IF YES, PROVIDE THE NAME OF THE TESTING COMPANY AND APPROXIMATE DATES WORKED:

LIST ALL LANGUAGES YOU SPEAK FLUENTLY: _____

HAVE YOU EVER BEEN CONVICTED, PLED GUILTY, NO CONTEST, OR FORFEITED BOND OR BAIL FOR ANY CRIME OTHER THAN TRAFFIC VIOLATIONS? (Conviction of a crime is not an automatic bar to employment. Factors such as the nature and gravity of the crime, the length of time that has passed since the conviction, and/or completion of any sentence, and the nature of the job for which you have applied will be considered.) _____ YES _____ NO

IF YES, PLEASE EXPLAIN _____

PLEASE CHECK THE FOLLOWING TO ENSURE THAT YOU HAVE ATTACHED THE FOLLOWING INFORMATION TO THIS PROFILE FORM BEFORE MAILING TO:

**Professional Credential Services
Attn: Cosmetology and Barbering Division
P.O. Box 198768
Nashville, TN 37219**

_____ Updated resume (with educational background and work experience included).

_____ 2X2 photograph attached in the box below. Please note that it must be an actual photograph, **not** a photocopy.

FOR SECURITY PURPOSES

Please Attach:

Recent 2x2
Head and shoulders photo
here.

I hereby certify that all of the above information that I have provided is true and correct

SIGNATURE _____ DATE _____