

# Robert Smith

## Senior Fitness Specialist

### CONTACT DETAILS

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### PERSONAL STATEMENT

Highly qualified Fitness Specialist with experience in the industry. Enjoy creative problem solving and getting exposure on multiple projects, and I would excel in the collaborative environment on which your company prides itself.

### WORK EXPERIENCE

#### **Senior Fitness Specialist** **ABC Corporation - 2010 - 2012**

##### *Responsibilities:*

- Assists the Fitness Supervisor to ensure that the community center delivers a high quality fitness experience to all members.
- Trained and developed a solid team of Personal Trainers, Group Fitness Instructors and Floor Staff Attendants.
- Engaged with members and encouraged their involvement in our fitness programs.
- Ensured accurate administration of personal training, including the preparation of client files, measurement tracking, and workout programs.
- Assists with the development and implementation of restructuring fitness department.
- Communicated pertinent information to the Fitness Team Assisted the Fitness Supervisor in training and developing new fitness staff Helped member service matters such as providing fitness floor orientations, explaining services offered by the Fitness Department and signing a member up for training agreements and appointments.
- Performed various administrative duties within assigned areas as needed.

#### **Fitness Specialist** **ABC Corporation - 2006 - 2010**

##### *Responsibilities:*

- Supported administration of clients wellness program.
- Performed health assessments, exercise prescription, instructed motivational programming, and health education to diverse and high-risk population.
- Prepared monthly and quarterly report on health center utilization, fitness testing results and participation in health events.
- Facilitated behavior change programs including health improvement programs, one-on-one health coaching and meeting presentations.
- Managed the employees work schedule and payroll.
- Additional responsibilities included new client orientations, daily operational/administrative tasks including reports and client correspondence.
- Designed, implemented, and demonstrated group exercise classes.

### SKILLS

Microsoft Office.

### LANGUAGES

English (Native)  
French (Professional)  
Spanish (Professional)

### INTERESTS

Climbing  
Snowboarding  
Cooking  
Reading

### REFERENCES

Reference - 1 (Company Name)  
Reference - 2 (Company Name)