

# Fitness Instructor

## ROBERT SMITH

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### Objective

Experienced administrative, customer service, and healthcare professional with over three years of experience in multiple departments at a five star Medicare rated and also rated one of the best nursing facilities in America, skilled nursing facility. Skills include scheduling, inventory management, health insurance navigation, and data entry.

### Skills

Customer Service, Inventory Management, Interpersonal Communication.

### Work Experience

#### Fitness Instructor

##### **ABC Corporation** - March 2004 – December 2005

- Developed and Implemented group general fitness, weight loss, and sports-specific exercise programs for clients with a broad range of fitness levels and goals.
- Increased class attendance to the maximum limit (25 per class).
- Instructed Physical Education classes for credit by creating a syllabus each semester and executing each goal as required.
- Member Services Representative Assisted with handling calls, data entry, and processing of membership files.
- Registered patrons for memberships, locker rentals, daily passes, and Fitness and Aquatic programs.
- Health Fitness Specialist Assisted with scheduling of activities and events for the fitness center.
- Maintained facility equipment according to all safety and infection control policies.

#### Fitness Instructor

##### **ABC Corporation** - 1999 – 2004

- Cultivated positive relationships with participants by interacting with them during group fitness classes.
- Promoted fitness center programs such as the youth and adult swim team programs.
- Explained exercise modifications and contraindicated movements to participants with a history of injury.
- Consistently met daily class attendance goals.
- Explained the use of exercise equipment to all participants, prioritizing safety at all times.
- Greeted all members in a professional and friendly manner.
- Immediately reported any damaged or broken equipment..

### Education

education - (Healthcare Academy required - Cambridge, MA)