

# CERTIFIED PERSONAL TRAINER

## Professional Summary

### **Certified Personal Trainer**

4+ years of experience with formal training in business development, leadership, health and fitness. Extensive sales and customer service experience. Passionate about designing exercise and nutrition plans to maximize workout efficiency, improve fitness, boost stamina and increase overall well being. Very Goal-oriented and self-motivated with talent in motivating others and developing a foundation to meet individual client goals, And most important of all creating a warm environment in which clients of all ages can successfully achieve health and wellness goals.

### Core Qualifications

#### **Fitness**

- ISSA Certified
- CPR and First Aid certified
- AED certification
- Weight management expert
- Personable and friendly
- Fitness programming specialist
- Fitness assessments
- Understanding of human anatomy
- **Construction**
- **OSHA Certified**
- NCCER Certified
- Permit processing
- Safe job site set-up
- Power and hand tool operation
- MS Office proficient
- Organized and detail-oriented
- Superb management skills
- Leadership
- Construction machinery operation
- Strong communication skills
- Detail-oriented
- Friendly and hardworking

### Experience

#### Certified Personal Trainer

February 2014 to Current Company Name - City , State

- Taught clients how to modify exercises appropriately to avoid injury.
- Assisted older adults with weight training programs by setting up equipment and providing detailed instructions.
- Contributed to the operation of a clean, friendly and well maintained health club.
- Recorded training sessions and maintained package rates for each client.
- Guided clients in safe exercise, taking into account individualized physical limitations.
- Encouraged clients to engage in group fitness classes and other activities in the gym to meet fitness goals.
- Arrived on time, prepared and attentive for every training appointment.
- Participated in club promotions to recruit new members and increase club sales.
- Re-racked weights to maintain a neat, organized and clean club.
- Devised and announced new classes and distributed guest passes to market the club.
- Led weekly meetings to review performance and offer direction, motivation and guidance toward achieving individual and facility goals.
- Counseled clients on proper nutrition and exercise habits.
- Administered fitness assessments,

#### Utility Supervisor

January 2014 to December 2014 Company Name - City , State

- Plan work schedules and assign duties to maintain adequate staff for effective performance of activities and response to fluctuating workloads.
- Review work throughout the work process and at completion to ensure that it has been performed properly.
- Collaborate with workers and managers to solve work-related problems.

- Resolve personnel problems, complaints, or formal grievances when possible, or refer them to higher-level supervisors for resolution.
- Transmit and explain work orders to laborers Assess training needs of staff and arrange for/or provide appropriate instruction.
- Conduct staff meetings to relay general information or to address specific topics, such as safety.
- Evaluate employee performance and prepare performance appraisals.
- Perform the same work duties as those supervised or perform more difficult or skilled tasks or assist in their performance.
- Prepare and maintain work records and reports of information such as employee time and wages, daily receipts, or inspection results.
- Inspect equipment for wear and for conformance to specifications and determine extent of maintenance or repairs needed.

#### Personal Trainer

April 2012 to November 2013 Company Name - City , State

- Instruct participants in maintaining exertion levels to maximize benefits from exercise routines.
- Offer alternatives during classes to accommodate different levels of fitness.
- Plan routines and choose different movements for each set of muscles, depending on participants capabilities and limitations.
- Evaluate each individuals abilities, needs, and physical conditions, and develop suitable training programs to meet any special requirements.
- Monitor participants progress and adapt programs as needed.
- Explain and enforce safety rules and regulations governing sports, recreational activities, and the use of exercise equipment.
- Provide students with information and resources regarding nutrition, weight control, and lifestyle issues Administer emergency first aid, wrap injuries, treat minor chronic disabilities, or refer injured Plan physical education programs to promote development of participants physical attributes and social skills.
- Teach individual and team sports to participants through instruction and demonstration, utilizing knowledge of sports techniques and of participant's physical capabilities.
- Organize, lead, and referee indoor and outdoor games such as volleyball, baseball, and basketball.
- Conduct therapeutic, recreational, or athletic activities.

#### Home Healthcare Provider

April 2011 to November 2012 Company Name - City , State

- Administer bedside or personal care, such as ambulation or personal hygiene assistance.
- Prepare and maintain records of client progress and services performed, reporting changes in client condition to manager or supervisor.
- Provided primary resident care and assistance with daily living activities.
- Provided caring companionship to elderly and developmentally disabled patients.
- Worked as part of team to execute proper care of body mechanics and safety of patient.
- Provided on-call care at all times of day and night.
- Provided quality nursing care in accordance with resident care policies and procedures.
- Utilized strong assessment skills to determine necessary patient care.
- Tested patients' blood glucose levels.
- Evaluated health education needs of patients and provided necessary training and instruction.
- Processed monthly reports for department performance.
- Educated patients about their treatments.
- Cleaned and sterilized instruments and disposed of contaminated supplies.

#### Education

High School Diploma : 2011 Angleton High School - City , State , United States

Qualified for State Choir solo ensemble

Overall improvement award

Played in Life as A Techie

Played as Mushnik in The Little Shop of Horrors

Nursing Alvin Community College - City , State , United States

Skills

Can lift up to 100 lbs.

Knowledgeable computer skills in Microsoft word and Power Point

Music Production

Film/Act/Direct