



Fitness Centre Supervisor

Full Time Temporary Employment Opportunity

The Town of Penhold is seeking an energetic individual with a passion for relationship building and role modeling a healthy lifestyle for a full time temporary position in the Fitness Centre for a year maternity leave. Reporting to the Multiplex Manager, the successful candidate will be responsible for providing effective supervision and leadership in the overall delivery of service to the Fitness Centre and fitness programming.

Duties will include but are not limited to:

- Maintain relationships with customers
- Supervise Fitness Centre including employees, time sheets, cleaning, and daily operation of the Fitness Centre
- Coordinate, supervise and manage the day to day operations of all Fitness Centre programs
- Ensure a safe workout environment
- Provide routine equipment maintenance
- Enforce Fitness Centre Policies and Procedures
- Monitor the indoor track
- Provide equipment orientation
- Responsible for operation of tanning bed
- Monitor equipment and fitness area
- Assist and train staff with membership sales
- Working the service desk
- Working in Vadim Software for cash transactions
- Perform cash, debit, and credit card transactions
- Register members for various programs
- Perform general office duties
- Other duties as required

Qualifications:

- AFLCA Resistance Training or Can Fit Pro Certification, or related group certification is an asset;
- Automated External Defibrillator (AED) Certification;
- An understanding of strength training and cardiovascular exercise;
- Standard First Aid/CPR certification;
- University Degree or Diploma in Recreation, Physical Education or Personal Fitness Training (PFT) or related area would be an asset;
- Experience in leading and coaching staff teams and implementing fitness programs;
- Excellent problem solving, multitasking, and communication skills;
- Successful candidate will be required to provide a current Criminal Record Check;

Physical Requirements:

- This job requires re-racking of weights. Must be able to lift 50lb objects.

The starting wage for this position is \$22.62/hr based on a 37.5 hour work week. Evening and weekend work will be required for this position.

Expected start date for the successful candidate will be May 15, 2017

Send resume and cover letter via mail, fax or email:

Attention: Karen Sawicki, Human Resources Manager
Mailing Address: P.O. Box 10, Penhold, Alberta
Fax Number: (403)886-4039
Email: ksawicki@townofpenhold.ca

The closing date for this position is April 28th or until a suitable candidate is found.

Only those candidates selected for an interview will be contacted.