



**FITNESS TECHNICIAN
 POSITION POSTING**

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| Division/Department: Fitness Connection | Job title: Fitness Technician |
| Type of position: <input type="checkbox"/> Full-time <input checked="" type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/> Contractor <input type="checkbox"/> Intern | Hours: Flexible Sun - Sat (25 Hour Maximum) <input type="checkbox"/> Executive / Administrative <input checked="" type="checkbox"/> Programmatic <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt |
| Reports to: Fitness Director | Supervises: N/A |
| <p>General Description: Responsible for quality customer service; supervising all fitness activities in the Fitness Center; marketing fitness membership, activities and events; and maintaining safety and cleanliness of facility and fitness equipment.</p> | |
| <p><u>Responsibilities:</u></p> <ul style="list-style-type: none"> • Escort potential members on tours of the facility. • Encourage current members to remain members and renew their membership; encourage potential members to join the YWCA. • Instruct new members on proper use of the fitness equipment. • Maintain safety and proper use of the fitness equipment by members. • Maintain cleanliness of all fitness areas and perform general custodial duties. • Knowledgeable of all current YWCA programming. • Professionally handle complaints, concerns, suggestions, and questions. Direct inquiries to proper person, when necessary. • Responsible for facility and meeting room set-up for rentals/parties/meetings. • Maintain positive attitude. Be friendly to all members - current and prospective - and guests; giving proper information to potential members. • Work with people of all ages and physical capacities. • Enter/update member information and payments in computer database. • Receive payments from members and give receipts for payments. • Ensure all membership files and computer files are completed, updated and stored. • Assist with billing. • Responsible for balancing cash at end of shift. • Ensure only assigned individuals are behind front desk. • Responsible for promoting shirt sales. • Other related duties as required. <p><u>Qualifications:</u></p> <ul style="list-style-type: none"> • High school graduate or GED (college kinesiology coursework preferred) • Previous fitness / customer service experience • Personal Training Certification • CPR / First Aid Certification • Positive and effective problem-solving skills • Ability to meet / interact with ALL customers professionally and enthusiastically | |

- Ability to work well with co-workers / members / potential customers
- Dependability and sound judgment
- Good oral and written communication skills
- Ability to constantly stand, reach at waist, reach overhead, reach at knee, reach at floor, perform fine motor movements, walk, bend, stoop, squat, crouch, kneel, twist at waist, climb stairs, lift 30 lbs.

Preferred:

- WSI or Lifeguard Certification

To apply, submit application & 2 Letters of Reference from past supervisors to:

YWCA Administrative Office
4601 Corona Drive
Corpus Christi, TX 78411
361-857-5661 ext. 104
361-857-0254 (fax)
ywcacc@ywcacc.org