Position Description

JOB TITLE: Fitness Attendant
DATE REVISED: January 20, 2014

CLASSIFICATION: Part Time
DEPARTMENT: Campus Recreation

REPORTS TO: Coordinator of Fitness and Wellness
PAY RATE: $7.25

Essential Responsibilities
Responsible for the day to day operations of the fitness center floor and insuring a safe environment for all members. This includes maintaining equipment, enforcing guidelines, weight-training supervision, and keeping areas clean and well organized.

Specific Responsibilities
- Obtain a working knowledge and understanding of major muscle groups and applicable exercises
- Obtain knowledge and execution of proper spotting techniques
- Monitor member usage of all cardio and weight equipment
- Assist members with questions, concerns and incidents/accidents
- Ability to maintain, clean, and repair equipment
- Continually monitor and maintain disinfectant sprays and towels on fitness machines
- Complete all assigned cleaning duties and re-racking of all weights during shifts
- Assist Facility Supervisor with shift duties as assigned
- Demonstrate competency with medical emergencies and assist as necessary
- Ability to work non-traditional hours with a flexible schedule
- Enforce all policies and procedures listed in the Employee Handbook and Policies and Procedure Manual
- Enforce all facility policies and procedures
- Successfully clock-in and out upon arriving and departing from each scheduled shift
- Attend all staff trainings, meetings, and cleanings as scheduled
- Communicate effectively with the Coordinator of Fitness and Wellness and the Graduate Assistant of Fitness and wellness through phone, email, or in person
- Possess current CPR/AED and First Aid certifications and complete all audit skills testing
- Other duties as assigned

Minimum Requirements
Degree seeking student at UAB. Leadership and supervisory abilities. Ability to work independently. Knowledge of standard practices in recreational sports. Ability to thrive in an environment that values high expectations, accountability, and balanced lifestyles.
Human Relations
Internal contacts include staff at all levels. External contacts include external customers. Contact involves troubleshooting, informing, exchanging information, negotiating, making recommendations, and giving information or instructions.

Competencies
[The competencies listed below are representative of the knowledge, skills, and/or abilities required to perform each essential function.]

Technical Competencies
- Basic computer competency

Professional Competencies
- Ability to handle customer service issues
- Ability to communicate effectively with patrons and professional staff
- Ability to multitask

Work Environment and Physical Demands
[The demands marked below are representative of those that will be required to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Please indicate below where reasonable accommodation may be needed.)

Work Environment
- Several hours standing and walking.
- Moderate to loud noise.
- Occasional evening and weekend work.

Physical Demands
- Ability to lift a minimum of 50lbs.
- Standing or walking for at least 80% of the shift
- Repetitive wrist, hand, or finger movement
- Occasional bending and/or stooping.
- Eye-hand coordination.
- Hearing and talking.

Employee Acknowledgement
By signing below I acknowledge that I have read and understand the purpose, essential responsibilities, minimum requirements, competencies, work environment, equipment, and physical demands required of my job as described above. Further, I acknowledge that if, because of a disability, I need an accommodation in order to perform the essential functions of my job, I will notify the human resources department, who will work with me to determine what, if any, reasonable and effective accommodation can be made.
The above statements are intended to describe the general nature and level of the work being performed by people assigned to this position. I understand that this is not an exhaustive list of all duties and responsibilities, and that Centers reserves the right to amend and/or change responsibilities to meet business and organizational needs.

Employee

Date