



Job Description
Minimum Wage: \$8.20/hr.

Fitness Center Attendant (Part-time)

DEFINITION: Under direction from the Fitness Center Supervisor, the Recreation Center Program Supervisor and the Recreation Manager, the floor leader is the individual that patrons will seek out for information and direction with the cardio equipment, weight room machines and the overall function and safety of the fitness floor area. In addition to assisting patrons, this position has many job duties such as keeping the floors clean, equipment wiped down, paper towel dispensers filled and overall maintenance of the fitness floor equipment. May perform other duties as assigned.

CLASSIFICATION: This is a part-time, hourly position with no benefits.

ESSENTIAL FUNCTIONS: Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list is ILLUSTRATIVE ONLY, and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this classification.

TASKS:

- Assist CRC patrons on all equipment located in the fitness area.
- Walk the fitness floor on a regular basis and offer help with equipment or spot a patron if needed.
- Follow emergency care procedures in the event of an injury or accident.
- Enforce all fitness area rules, policies and training.
- Assist in maintenance of all equipment, including wiping down cardio and weight equipment every hour while on duty, and additionally as needed.
- Keep Gym Wipes filled and empty trash cans when full. Be sure spray bottles and paper towel dispensers for deep cleaning are full.
- Keep water fountains wiped down and clean.
- Keep the fitness area clear of debris, newspapers, magazines, etc, and return items to proper locations.
- Re-rack any weights that have been left out.
- Properly record in the maintenance log any machines in need of repair.
- Report any problems or issues to your supervisor immediately.
- Complete and read all daily shift reports, memos and records as required.
- Conduct both scheduled and impromptu fitness area orientations.
- Assist patrons with circuit training equipment and monitoring music and television levels.
- Monitor the indoor track, dance and group exercise studios and gymnasium as needed.

PHYSICAL REQUIREMENTS: This classification involves work re-racking weights. Must be able to lift 50 pound objects.

HOURS: Must be able to work split shifts, weekdays, weekends and/or evenings as assigned.

Employee's Signature: _____ Date: _____

Prepared by: J. Little 2/1/10

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