

Curriculum Vitae

Male

D.O.B. 03 May 1989

Number of years working in industry: 14 years 5 months

Candidate ID Number: 21973

Nationality: British

Language Skills:

Fluent: English

Permitted to work in: UK - United Kingdom

Position Sought: Assistant Manager, College Tutor, Fitness Professional

Personal Statement

Seeking to work in International Locations and Cruise Ships

Employment History:

March 2014 - Present - sales and operative manager at (most recent employer hidden for confidentiality) West Sussex, UK - United Kingdom, (Product Company)

Duties included:

With this job i had a number of different tasks, whilst in the office i would be creating spreadsheets of stock list, pricelist, contacting past clients also making new clients whether this be emailing or using the office phone, helping out with the website with new ideas. My sales part of the job came when we attended annual shows, one being solex a national trade show at the NEC, where I would be conversing with possible buyers, creating my own set of clients by answering any questions they had, showing them prices of containers, general rapport building so that we can move things forward throughout the rest of the year. Another side to my role was being in charge of the structure and running of the company's warehouse, this involved me being on top of stock income and outgoings, creating adequate space for new stock.

April 2013 - July 2014 - Fitness Professional at Virgin Active, London, UK - United Kingdom, (5 Star Hotel Spa)

Duties included:

As a personal trainer for virgin active ,my customer service and sales skills where needed for this role. As i had to work as self employed worker trying to sell my personal training product and the centres offers and packages but also use my customer service skills and experience to create a helpful environment for the costumers and my clients. I delivered private training session to a number of clients and also help promote not just myself but the club and company, taking classes. Interacting with members on the gym floor, helping them with fitness related problems they might have, help motivate and encourage, Also i was given monthly targets to reach by the club and also myself. For my clients I first take all the important fitness assessments e.g. blood pressure, height, weight body fat percentage, then continue by asking a few questions find out their goals and then start to create a training programme to suit them, with the information they have given me.

September 2013 - March 2014 - Fitness Professional at Billingshurst fitness center, West Sussex, UK - United Kingdom, (Health Club)

Duties included:

My fitness instructor duties are to create a safe environment of the gym floor with safety checks being carried out,

maintain the gym cleanliness. Write up reports on any issues or complaints, make phone calls to past and present customers informing them on a variety of different things that the centre has to offer, making sure they are happy with the level of service at the centre and booking them in for new programmes, classes and sessions. My personal trainer role involves a lot of the above but more sales and target driven, as the centre devises me with monthly targets in which to reach, which means I have to pursue with my product around the centre offering my specialist skills, sales and negotiating times, payments, duration of product purchase. As a fitness instructor and personal trainer conversing with the customers and my colleagues is vital, making sure their investment in the centre meets their expectations.

October 2011 - March 2013 - Duty Manager at Southwater fitness center, West Sussex, UK - United Kingdom, (Health Club)

Duties included:

I perform a duty manager role around the centre as well as my duties as a fitness advisor both demanded a high level of customer service. As a duty manager my roles consists of handling any customer complaints or issues they may have. Being able to implement the centre policies, Carrying out daily bookings, cash handling and banking. I was also in charge of opening and closing the centre proceeding with safety checks, risk assessments and being on hand for first aid in case of any emergencies. Another role of mine was to help organise activities, events and promote the centre to new and existing members by creating new ideas to improve the standard of the centre. I would have to use power point, Microsoft word, PowerPoint and eel on the company computer to process and create some of these responsibilities. As a personal trainer/fitness advisor my duties include writing out customised fitness programmes, assisting clients with exercises whether it is with advice or just for motivation. I took regular exercise classes (e.g. circuits and pad work), inducted new customers to the gym, help to sell and promote the centre by inventing fitness based competitions for the gym members and keeping the gym maintained at all times. I also ran a children's summer club at the centre in which I used my past experience in child care to create games and help motivate the children to take part in the activities.

May 2011 - September 2011 - Fitness Professional at Camp Westmont, Pennsylvania , USA - United States, (Health Club)

Duties included:

My main role was to look after the safety and welfare of the children. I was in charge of the fitness centre and ran health and safety checks every morning before opening to the children and staff members, I would also ran the same procedure after breaks and when closing up. I was an ambassador for the camp whenever they had to potential buyers or customers coming to view the camp. The fitness centre being the newest and biggest attraction at the time meant the maintenance and safety of the centre had to be up to code and my fitness team's communication and professionalism was high. The fitness centre was open to groups of children, aged 12-18, I would take the different groups of children through the gym rules before each session making sure they are well aware of the dangers. I taught the children and staff members how to use the equipment and effectively by introduce the proper techniques. I was also responsible for staff members that used the gym; I would help them with training and provided advice on various exercise questions they had. I was in charge of creating competitions and classes for the children, gym maintenance. I ran a number of classes for the children thought out the day and when needed I would also work in the sports department, helping with a wide variety of different sports, for example baseball, American football and hockey, which I would Coach the children through games, teaching them the skills and fundamentals of sport. I was in charge of both coaching training sessions and refereeing of games in which we had to travel so organisation was vital.

Education and Qualifications:

2013

- Lifetime REPS level 3 NVQ Diploma in Personal Training Certificate August 2012
- Level 3 Award in Employment Awareness in Active Leisure and Learning
- Premier Global Kettlebell Certificate August 2012
- YMCA Suspension Training Certificate July 2012
- YMCA Pad Work Certificate May 2012
- YMCA Circuits Certificate April 2012
- Premier Global Studio Cycling Certificate October 2012
- CPR and Emergency first aid Qualified 2012
- Sports Leadership Certificate 2012
- CYQ REPS level 2 Fitness Instructing December 2010
- Child protection Certificate June 2010
- Diploma in Sports B-tech June 2006

2005 Tanbridge House school

- Art and Design (B),
- English (C)
- Maths (C)
- History (D)
- Tech Graphics (B)

Hobbies and Interests

One of my biggest hobbies is football (soccer). I play for my local club and also help out by coaching the team at training pre and post match day drills. Over the last few years I have visited a number of different countries; I have travelled to Tokyo, Thailand and around Europe (Holland, Spain, Greece, Croatia, Czech Republic, Germany, Hungary, and Serbia), I also lived and worked in both Australia and America where i started working with children, in America i worked at a children's summer sports camp, before that I was in Australia where I volunteered at a junior soccer school. I enjoy seeing new places and being around different cultures. I'm always keen to learn and try new things. Finally I take any chance I can to go surfing, as it is something I adore.

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