

Curriculum Vitae

Female

Number of years working in industry:

24 years 8 months



Candidate ID Number: 30742

Nationality: British

Language Skills:

Fluent: English
Basic: Arabic

Permitted to work in: UK - United Kingdom

Position Sought: Fitness Professional, Fitness/Sport Manager

Personal Statement

An experienced, motivational Fitness Manager seeking to progress a career in the Health and Fitness Industry. Accustomed to operating in highly pressurised environments, both in the UK and overseas, whilst working with an international staff. Adept at building a membership base which exceeds company expectations and within budgetary constraints. Always delivers a high level of care to members creating a positive, professional and friendly atmosphere conducive to both members and staff. An effective communicator who is proficient in multi-tasking together with a flexible approach to work.

Seeking work in national and international locations

Employment History:

March 2016 - Present - Spa Consultant at (most recent employer hidden for confidentiality) Aberdeen, UK - United Kingdom, (Home/Mobile)

Duties included:

Sports and Fitness Consultant for an Employment Agency

- Pre-screen candidates who register for international employment through the agency for women.
- Trade test candidates in their knowledge of fitness and related activities.
- Assist with arranging, and speaking at, recruitment day seminars providing cultural advice in order to successfully work and live in the Middle East

July 2007 - January 2016 - Fitness Manager/Member of the Management Team at Saad Hospital/Astralis Health Club and Spa, Al Khobar , Saudi Arabia, (Health Club)

Duties included:

- Management of Fitness Area including gym, 4 exercise studios including Spin, Yoga and TRX Studio, 2 pools, steam room, saunas, etc.
- Team Manager for the whole spa including 24 treatment rooms, and over 40 staff members.
- Interview and recruit staff in co-ordination with Spa and HR Directors.
- Regular performance reviews of all fitness staff.
- Liaison with the Facilities Manager to ensure the Fitness Area cleanliness is maintained.
- Undertake regular maintenance checks with the appropriate staff to maintain equipment in the gym, spin room,

pools and the whole Fitness Area including vast relaxation areas.

- Involved in the pricing plans for memberships, PT, swimming courses and small group sessions based on analysis of the local and regional competitors.
- Regularly update safety measures within the facility.
- Manage and deliver weekly programmes for members of the Health Club in accordance with members' feedback forms.
- Prepare weekly staff rotas.
- Produce weekly fitness class schedules in English and Arabic.
- Design and teach various classes every week.
- Provide nutritional advice for members. PT, gym inductions for members (especially when the fitness staff are busy).
- Supervise the Fitness Reception desk and receptionists - issuing locker keys, towels, etc.

March 2005 - April 2007 - Fitness Professional at Self Employed, Kuwait, Kuwait, (Home/Mobile)

Duties included:

Building a network of clients, mainly among Kuwaiti nationals and some from the expatriate community.

- Travelling to clients' homes to provide personal training and exercise classes, sometimes in a small group environment. Some of the personal training clients would have their own private gym within the house, and some clients would like me to teach them in a particular gym facility. Others preferred varied workouts in their home with weights.
- I taught various forms of exercise including core, circuits, aerobics, step, yoga and pilates influenced classes, and ante/post natal exercises.
- I also provided nutritional advice to many clients.

November 2003 - February 2005 - Assistant Manager at Hilton Hotels , Kuwait, Kuwait, (5 Star Hotel Spa)

Duties included:

- Undertake the role of Recreation Manager, when he was on vacation and his weekly day off.
- Prepare the weekly rotas for all team members within the facility.
- Assist in the creation and promotion of fitness events throughout the year usually held at one of the 3 large beaches on the complex.
- Co-ordinate and assist in the training of all members of the team within the department, eg fitness, reception, and cleaning staff.
- Responsible for the management and delivery of fitness programmes to all members and hotel guests.
- Provide personal training and manage personal training programmes for other members of the fitness team.
- Design and deliver classes including aerobics, step, indoor cycling, core, pilates, yoga.
- Provide nutritional advice to all members.
- Assist in the identification of suitable members in conjunction with the Hotel owners, and arrange for the necessary inductions to be completed and payments made to the hotel, in a timely manner.
- Supervise the gym, studio, reception and cleaning staff within the recreation department.
- Involved in the promotion of the facility by marketing and targeting organisations within Kuwait to secure future members.

June 2001 - November 2003 - Fitness Manager at Bannatyne's Health Club, Aberdeen, UK - United Kingdom, (Health Club)

Duties included:

- Leading a team of 22 staff including 6 full-time and 2 part-time gym instructors, together with 14 freelance instructors.
- Recruitment and management of these instructors.
- Arranging external and inhouse training courses for all staff to ensure each instructor received ongoing training and development.
- Devise training manual for the department covering the pool, gym and studios to include all H+S issues.
- Prepare a monthly rota for all instructors to cover all appointments, ie inductions and PT session, together with exercise classes are covered.
- Co-ordinate fitness class schedules with all staff. Each week the club provided 75+ classes for the members.
- Quarterly review of the class schedules taking into consideration of the changing membership demands, and fitness trends.
- Promoting gym challenges and activities, eg Calorie Challenge, Four Peaks Challenge, Mr and Miss Bannatyne and the yearly Spinathon undertaken for charity.
- Undertake monthly Duty Manager shifts; approximately 20+ each month regularly more than 12 hours each shift.
- Working to a budget, setting out goals and objectives for the department for the forthcoming period.

- Retention of 500 members' programmes on my own client list.
- Undertake fitness assessments and write programmes for new members.
- Teach approximately 20+ classes per week in addition to Personal Training of members. Wide selection of classes, eg spin, gym and studio based circuits, fitball, ante/post natal classes, aerobics, step, over 50s, Power Chiyoga, Body Conditioning, Core, etc.
- Maintain and control all stock levels, within the studios, gym and poolside areas.
- Ensuring that the whole fitness area was kept clean and well maintained every day by the appropriate members of the team.

December 2000 - June 2001 - Fitness Professional at Healthy Transitions, Aberdeen, UK - United Kingdom, (Home/Mobile)

Duties included:

My own business.

Recruiting clients throughout the Aberdeen area. Providing Personal Training services including fitness assessments within clients' homes and also in a few gyms which allowed external PT coaches. Teaching various styles of classes in various facilities in Aberdeen. Teaching senior citizen classes in a private facility every week.

Education and Qualifications:

2016 Boiler Fitness Room, Glasgow, Scotland, UK

Spin Instructor Award - Level 1 (updated)

2014 Abu Dhabi, UAE

Spinning - Certified Courses

- Spinning - Creative Coaching Strategies
- Spinning - Creative Climbs
- Spinning - Heart Rate Training

2014 Abu Dhabi, UAE

Spinning Course

- Spinning - Instructor Training Course

2013 Spectrum, Al Khobar, Saudi Arabia

Canadian Fitness Professional - Personal Training Specialist Award

2013 Aberdeen, UK

- First Aid At Work

2013 Spectrum Gym, Al Khobar, Saudi Arabia

Canfit Pro

- 360degrees - Pilates

2013 Spectrum Gym, Al Khobar, Saudi Arabia

Canfit Pro

- Cardio Strength

2013 Spectrum Gym, Al Khobar, Saudi Arabia

- Spinning - High Intensity Training

2013 Spectrum Gym, Al Khobar, Saudi Arabia

Intelligent Training

- Biomechanics Trainer

2012 Bahrain

- TRX Group Suspension Training Course

2012 Spectrum Gym, Al Khobar, Saudi Arabia

- Tabata Training

2012 Spectrum Gym, Al Khobar, Saudi Arabia

- Spinning Instructor Orientation

2012 Spectrum Gym, Al Khobar, Saudi Arabia

- Spinning - Creative Coaching Strategies

2007 Oasis Resort, Al Khobar, Saudi Arabia

- Schwinn Cycling - Certification

2007 Oasis Resort, Al Khobar, Saudi Arabia

- Schwinn Cycling - Heart Rate Zones

2007 DW Sport, Aberdeen, Scotland

- Fitness Pilates

2004 Hilton Kuwait Resort

- The Effective Appraisals for License to Review Program

2004 Hilton Kuwait Resort

- The Train the Trainer - Skills Training Program

2004 Hilton Kuwait Resort

- The General Fire and Safety Awareness Program

2003 Bannatyne's Club, Aberdeen, Scotland

- TKO

2003 Bannatyne's Health Club, Aberdeen, Scotland

- Dancefit

2003 Bannatyne's Health Club, Aberdeen, Scotland

- Fitness Yoga

2002 A gym in Paisley, Glasgow, Scotland

YMCA

- Group Indoor Cycling

2002 Aberdeen, Scotland

Redmays Fitness

- Kick Aerobics

2002 Bannantynes Health Club, Aberdeen, Scotland

- Bodymax

2002 Aberdeen, Scotland

- Power Chiyoga

2002 Cardonald College, Glasgow, Scotland

YMCA

- Circuit Training - Level 2

2001 Bannatyne's Health Club, Edinburgh, Scotland

Intelligent Fitness

- Fitball - Level 1

2000 Cardonald College, Glasgow, Scotland

YMCA

- Fitness Marketing - Level 3

2000 Cardonald College, Glasgow, Scotland

YMCA

- Resistance Training - Level 2

2000 Cardonald College, Glasgow, Scotland

YMCA

- Gym Instructor Award

2000 Cardonald College, Glasgow, Scotland

YMCA

- Antenatal and Postnatal Exercise to Music - Level 3

2000 Cardonald College, Glasgow, Aberdeen

YMCA

- Fitness Training for the Older Person - Level 3

1999 Cardonald College, Glasgow, Scotland

YMCA

- Fitness Finance - Level 3

1999 Cardonald College, Glasgow, Scotland

YMCA

- Nutrition and Weight Management - Level 1

1998 Cardonald College, Paisley, Scotland

YMCA

- Step Exercise to Music

1998 Cardonald College, Glasgow, Scotland

YMCA

- Exercise to Music

1983 RGU, Aberdeen, Scotland

Degree

- Diploma in Commerce

1979 Buckie High School

3 Highers

6 O'Grades

Vocational Qualifications

- First Aid
- Excel
- Powerpoint
- Word

Hobbies and Interests

Reading, yoga, running

April 2016 - 4 day event - attended the East Coast Alliance Fitness Convention, Marquis Marriott, New York, USA - one of the largest fitness conventions in the world. Between 5 and 6 workshops, lectures and classes every day, covering all

aspects of fitness.

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