
Fitness Club Manager Resume

Job Objective

Seeking a chance to work with a growing company through filling the Fitness Club Manager position and putting my experience to good use.

Highlights of Qualifications:

- Exceptional experience in managing activities of hospitality industries
 - Remarkable knowledge of fitness industry
 - Outstanding knowledge of front desk operations
 - Ability to evaluate and prepare club paperwork
 - Ability to operate and access computer systems
 - Profound communication skills in both forms
 - Ability to prepare schedule for requirement
 - Ability to manage club office
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Professional Experience:

Fitness Club Manager
The Edge Fitness Clubs, Cullman, AL
October 2008 – Present

- Maintained neat and clean club area at all times.
- Developed and maintained efficient relationships with vendors.
- Prepared all membership and fitness targets for club on monthly basis.
- Determined objectives and strategies to achieve revenue targets.
- Analyzed club activities and designed improvement strategies.
- Organized planning session for employee and evaluated performance.
- Managed and provided response for all employee pay issues.
- Ensured safety for all members and employees in club.

Fitness Club Supervisor
24 Hour Fitness, Cullman, AL
August 2003 – September 2008

- Developed and implemented orientation program for new members.
- Assisted to resolve all queries on equipments from members.
- Analyzed member requirements and prepared schedule.
- Supervised personnel programs for all employees.
- Prepared schedule for all group classes.
- Provided tour of facility to all customers.

Fitness Club Attendant
Club One, Cullman, AL
May 1998 – July 2003

- Assisted customers and scheduled all appointments.
 - Generated bills for all services rendered to guests and members.
 - Monitored and promoted various health care services.
 - Managed and provided response to all queries.
 - Ensured compliance to all ACSM standards and regulations.
 - Provided assistance to new members on enrollment procedures.
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Education:

Bachelor's Degree in Exercise Science
Northeastern Illinois University, Chicago, IL

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