



HR Manager
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CORPORATION OF THE TOWN OF TILLSONBURG

SUMMER STUDENT JOB POSTING

POSITION: Health Club Attendant

DEPARTMENT: Recreation & Business Services

LOCATION: Tillsonburg Community Centre

POSTING #: HR 68.18

STATUS: Student (up to 35 hours per week)
(June 17, 2019 until approximately August 30, 2019)

RATE: \$14.00/hour

REPORTS TO: Programs Supervisor

POSTING PERIOD: December 5, 2018 to January 9, 2019

NOTE: Interested applicants are invited to submit their resumes in confidence to the HR Manager by 4:30pm on the last day of the posting. All applications must include the posting number.

We thank all applicants for their interest in this position, however, only those to be interviewed will be contacted.

The Town of Tillsonburg is an equal opportunity employer and all information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection.

The Town of Tillsonburg will attempt to provide reasonable accommodation for a known disability for an applicant or employee if requested.

GENERAL STATEMENT OF DUTIES:

Under the supervision of the Program Coordinator, the Health Club Attendant is responsible for effectively supervising the Health Club and Members in a safe and enjoyable environment.

QUALIFICATIONS:

- Standard First Aid
- Personal Trainer(or equivalent) or Fitness Instructor Training an asset

POSITION RESPONSIBILITIES

- Open and close Health Club
- Provide supervision for the Health Club, Lower Level, Pool change rooms, Squash and Tennis Courts as scheduled by Program Coordinator
- Operate lower level reception desk
- Perform regular checks of Pool change rooms, Squash change rooms and Health Club change rooms
- Strong knowledge of programs offered at the Community Centre
- Ensure workout area is free from garbage and obstructions
- Ensure cardio and weight equipment is clean and in safe working order
- Report any maintenance concerns to the Program Coordinator immediately
- Attendants will be required to hand out squash keys should the Main Office be closed
- Ensure that exercise equipment is being used properly at all times
- Educate the patrons on weight training equipment procedures
- Attend all scheduled staff meetings and training sessions
- Exercise good public relations with patrons and staff
- In case of medical emergency follow First Aid emergency procedures
- Fill out Incident Reports when required
- Wear Staff uniform while on duty (Staff T-Shirts, running shoes and proper gym attire)
- Perform all other duties as required and designated by the Program Coordinator
- Must be available to work evenings and weekends
- Special Summer Fitness Activities will be a major component of this position
- Must be returning to school in the Fall.
- May be required to work in summer camp periodically when registrations are high

Due to the seasonal nature of this contract, vacation time will not be permitted.

***Successful applicant will be required to attend orientation on Saturday, June 1, 2018.**