



PERSONAL INFORMATION

Name: Graduate or Undergraduate Student:
Eagle ID #: Anticipated Graduation Year:
E-mail Address: Phone number:

AVAILABILITY

1. How many hours per week (approximately) would you like to work?
2. What days and hours will you be available to work in the fall?
Please keep in mind new hires are often required to work one opening shift during their first semester of employment. Our hours can be viewed at bc.edu/rec.

Monday: Friday:
Tuesday: Saturday:
Wednesday: Sunday:
Thursday:

3. When could you begin working (date)?
4. Will you be working another job on campus (yes/no)?

... if yes, where?

QUESTIONS

Directions for questions 1-8: Write YES or NO

1. Are you work-study eligible?
Work study eligibility is not a requirement, but we do take this into consideration.

2. Are you adult CPR/AED certified?

... if yes, expiration date:

3. Are you able to lift 45 lbs.?
4. Are you comfortable enforcing policies?
5. Are you able and willing to sub shifts for other staff members?

- 6. Are you able and willing to clean equipment, re-rack weights and keep the fitness floor tidy?
- 7. Do you have a working knowledge of fitness equipment?
- 8. Are you reliable, dependable, responsible, and hard working?

Directions for questions 9-13:

- 9. Describe your customer service experience.
- 10. Describe your attitude and personality.
- 11. How do you approach job tasks? Do you perform the bare minimum or go above and beyond? Provide an example and explain one way you would go above and beyond as a Fitness Attendant?
- 12. How would you handle yourself in an emergency situation?
- 13. What is your fitness background or what kind of fitness experience do you have?

PRIOR WORK EXPERIENCE

Have you ever worked on the Boston College campus before (yes/no)?

Department Name:

Supervisor's Name:

Please list any work experience related to the position for which you are applying. If you have no related work experience, then list other jobs you have held. If you do not have work experience, then leave blank.

<i>Place of employment</i>	<i>When</i>	<i>Job Title</i>
1. _____	_____	_____

Description of duties:

<i>Place of employment</i>	<i>When</i>	<i>Job Title</i>
2. _____	_____	_____

Description of duties:

References may be requested.

FITNESS PROGRAM ABBREVIATED JOB DESCRIPTIONS

Directions: Please check the position(s) you are interested in working. See requirements first.

Fitness Attendant

Requirements:

- *Valid adult CPR/AED certification upon hire (okay to complete after hire, but before first shift)
- *Ability to lift at least 45 lbs.
- *Availability to work flexible hours
- *Working knowledge of fitness equipment

Responsibilities:

- *Provide customer service
 - *Maintain positive, upbeat and helpful attitude
 - *Perform shift task lists with regularity, attention to detail, and enthusiasm
 - *Prepare the fitness areas for opening and/or closing
 - *Maintain fitness center cleanliness
 - *Enforce policies
 - *Provide emergency response
 - *Provide fitness area and equipment orientations upon request
 - *No mobile phone use or homework/reading allowed during shift*
- Starting Salary: \$9.00/hr

Group Fitness Instructor

Requirements:

- *Valid adult CPR/AED certification upon hire
- *Valid group fitness instructor certification upon hire (exact certification to be specified if hired)
- *Participation in GFIT program or 2+ years of certified teaching experience
- *Working knowledge of current fitness trends, instruction techniques, and safety practices
- *Ability to lift at least 45 lbs.
- *Availability to work flexible hours

Responsibilities:

- *Instruct safe, effective, and engaging group fitness classes
 - *Provide customer service
 - *Maintain positive, upbeat and helpful attitude
 - *Prepare music and workouts
 - *Maintain room cleanliness and equipment organization, etc...
 - *Record class attendance
 - *Enforce policies
 - *Provide emergency response
 - *No mobile phone use or homework/reading allowed during shift*
- Starting Salary: \$16.00/hr

Personal Trainer

Requirements:

- *Valid adult CPR/AED certification upon hire
- *Valid personal training certification upon hire (ACE, NSCA, or ACSM)
- *Valid additional certifications if necessary (exact certification to be specified if hired)
- *Participation in PTPREP program or 2+ years of certified training experience
- *Working knowledge of current fitness trends, training techniques, and safety practices
- *Ability to lift at least 45 lbs.
- *Availability to work flexible hours

Responsibilities:

- *Design exercise programs to clients
 - *Provide exercise instruction
 - *Provide customer service
 - *Provide fitness area and equipment orientations
 - *Maintain fitness area cleanliness and equipment organization, etc...
 - *Maintain positive, upbeat and helpful attitude
 - *If hired as a Personal Trainer, must work one shift per week as a Fitness Attendant (unless non-student hire)
 - *Enforce policies
 - *Provide emergency response
 - *No mobile phone use or homework/reading allowed during shift*
- Starting Salary: \$16.00/hr