



Fitness Assessor

Curtis Personalized Health Management is currently looking for a Fitness Assessor to join our team. The hours for this role are between Monday to Friday during a typical workday. Being a part of the Curtis Health team means being a part of a supportive and motivated team of fitness minded individuals that share in a passion for delivering excellence. Our team values the contributions of each team member and promotes fun and creativity in our workplaces while encouraging members to meet new challenges. We believe in building a community through employee participation in a healthy corporate culture.

Job Requirements:

Kinesiology Degree

Current personal training certification (BCRPA, canfitpro, ACE or equivalent)

Current group fitness certification (BCRPA, Canfitpro, ACE, or equivalent)

Current First Aid and CPR

\$2 million in personal liability insurance

Access to a reliable vehicle (as some locations are not transit friendly)

Fitness Assessor:

1. Assist with transport and set up of equipment
 - Knowledge with MS Office and basic computer troubleshooting
 - Ability to travel to various locations around lower mainland
 - Arrive on-time for each testing client
2. Experience with Fitness Testing procedures and general population scores
 - Blood Pressure, Body Comp, Cardiovascular Fitness, Flexibility, and Muscular Strength
3. Customer Service Experience
 - Interact, teach and inform clients of testing scores, trends, issues, available programs.
 - Explain testing results in positive tone to ensure clients are well informed yet content with results and support given to them.
 - Interact with various contacts to setup testing rooms, promo posters, etc.
 - Ensure privacy, comfort and safety of all clients at all times
4. Testing preparation and promotion
 - Assist with creating and setup of appointment schedules
 - Create, print and distribute promotional posters in and around testing location
 - Work with onsite trainer to ensure they are informed of testing and part of promotion

- Work with assessment lead to ensure that promotional emails are sent to previous clients and all members of site through liaison.

5. Testing Completion and Report

- Ensure testing report and invoice is completed and sent to accounting promptly
- Ensure testing report and invoice is accurate and clean

Experience and Abilities:

- Proficiency in Microsoft Office (Word, Excel, Powerpoint)
- Punctual
- Detail oriented
- Deliver a high level of customer service
- Demonstrates clear and concise communication skills- written and oral
- Familiar with Google Drive, Docs and Gmail
- Excellent communication and public relations skills
- A team player. Highly collaborative and collegial
- Stamina, energy, and willingness to commit to quality proactive results
- Ability to work with minimal supervision and be self-motivated
- A personal commitment to service, ability to provide friendly, helpful, knowledgeable, and timely assistance

Please submit all applications with a resume to career@curtishealth.com. Thank you.