



NOTICE OF VACANCY

Posting Date: April 27, 2023

Position: Part-Time Fitness Center Attendant: Evenings & Weekends

Reports to: Director of Athletics and Enrichment

Qualifications:

- Able to work 15-20+ hours a week, additional shifts may be available.
- Minimum age 18 due to opening and closing duties
- Able to provide excellent customer service
- Able to complete background check
- Knowledge of Fitness Center equipment
- Willingness to learn RecPro computer program
- American Red Cross CPR is recommended

Responsibilities:

- Work both Office and Fitness Center shifts, ensuring quality customer service
- Open and close Office and Fitness Center
- Set up for enrichment programs
- Checking members in and following CDC guidelines for COVID-19
- Computer work, including money handling, setting up new memberships, enrolling people in courses and resolving issues
- Answer phone and email inquiries
- Other duties as assigned

Salary: \$11-13 Hourly (employed through ESS Midwest)

Starting Date: Immediately

Send Letter of Interest & Resume to Williamston Community Schools
Re: Fitness Center Attendant
418 Highland St.
Williamston, MI 48895

Or Online @: <https://jobs.redroverk12.com/org/1121>

Deadline: Until Filled