

Alexa Jones

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EDUCATION

Kingsborough Community College, Brooklyn, NY

Associate of Applied Science, 06/2019

Major: Exercise Science

GPA: 3.3

Relevant Courses: Kinesiology of Exercise, Fitness Assessment and Program Design, Muscular Fitness Techniques

EDUCATION

ABC Fitness Center, New York, NY

Personal Trainer, 11/2018-Present

- Design and implement personalized exercise and diet programs targeting specific conditions and concerns including obesity, arthritis and high cholesterol
- Recruit and retain clients
- Advise members about fitness, exercise, health and injury management
- Run group fitness classes
- Provide weight-lifting, treadmill and other fitness apparatus instruction
- Ensure the safety of all members and clients
- Assess clients' fitness on a monthly basis

The Fitness Club, Brooklyn, NY

Receptionist (Part-time), 01/2016-09/2018

- Served customers and provided information regarding membership, facilities, timetable and so on
- Maintained client membership details
- Coordinated group fitness classes and timetables
- Monitored the overall maintenance of the club
- Assisted with all promotional and marketing campaigns

HONORS AND AWARDS

- ABC Fitness Center Best Personal Trainer of the Year, 2019

CERTIFICATIONS

- NASM Certified Personal Trainer (CPT) Certification, 2018
- Red Cross CPR/AED Certification, 2018

SKILLS

- Fluent in Spanish
- Strong interpersonal skills
- Excellent written and oral communication skills
- Proficient in Microsoft Office (Word, Excel, PowerPoint)
- Knowledge of boxing, circuit training and group fitness
- Specialize in obesity prevention and injury management and prevention