

# John Doe

1234 21<sup>st</sup> Ave, Kansas City, MO 64151  
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## PROFESSIONAL SUMMARY

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ACE Certified Personal trainer with passion and competency to ensure relationships are built and client/organizational goals are exceeded. Reliable and praised for ability to encourage and motivate others.

Core competencies include:

- Group Exercise Instruction
- Exercise Psychology & Physiology
- Fitness Assessment
- Anatomy & Physiology
- Kinesiology
- Wellness & Nutrition
- Exercise Prescription
- Strong Customer Service Skills

## EDUCATION

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Pinnacle Career Institute – Kansas City, MO

Complete August 2012

### Personal Training Program

- ACE & CPR Certified
- Exemplary Attendance Award
- Honor Roll

Kansas City High – Kansas City, MO

Complete May 2008

### HS Diploma

## EXPERIENCE HIGHLIGHTS

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### **Fitness & Athletics**

- Three sport athlete
- Designed and executed group stretching and exercises
- Showcased ability to increase sports performance through fitness regimen

### **Customer Service & Sales**

- Praised for strong customer service skills, particularly in dealing with discouraged customers
- Provided product and service consultation to propel retail sales
- Responsible for suggestive selling and ensuring products were properly merchandised

## PROFESSIONAL EXPERIENCE

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Dicks Sporting Goods – November 2009 to July 2012

### Fitness Sales Consultant    Assistant Department Manager

- Advanced within organization after displaying strong customer service and professional communication skills; praised for ability to diffuse and satisfy upset patrons
- Responsible for managing inventory, servicing patrons, and maintaining a customer friendly store

FedEx – April 2006 to November 2009

### Package Handler

- Quickly and efficiently process inbound and outbound packages; regularly exceeded quota

- Assisted management with the training of new employees