**Sally Saltwater**

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username@indiana.edu

**Education**

**Indiana University** May 2016

Bachelor of Science in Kinesiology, GPA; 3.7/4.00 Bloomington, IN

Major: Fitness and Wellness

Minor: Public Health

Certifications: American Heart Association (CPR/AED/BLS)

**Fitness Experience**

**Family Fitness Works** Hometown, IN

*Trainer* March 2014 - Present

* Implement safety rules and supervision for aerobic, childcare, and aquatics facilities in order to ensure a safe and well-staffed environment for the clients.
* Demonstrate exercise technique and identification of muscles through visual aid and implementing educational resources to encourage a knowledge-based fitness program to promote adherence and a lifestyle adaptation.
* Facilitate transactions and member account modifications at the front counter through the use of the company’s computer system as well as face to face communication resulting in superior customer service.

**Bloomington Middle School** Bloomington, IN

*Volunteer Boys’ Basketball Coach*  November 2015 – February 2016

* Facilitated structured practice environment through assisting with drills and providing instruction which resulted in the athletes being conditioned and mentally ready for games.
* Conducted warmups supervision before games, making sure that the athletes were mentally focused and working hard, in order to prepare the athletes for the game as well as provide the head coach an opportunity to finalize game strategies.

**Communication Experience**

**Indiana University Residential Programs and Services (IU RPS)** Bloomington, IN

*Dining Services Employee* September 2015 – Present

* Greet customers and took their food orders through friendly service in order to provide quality service and insure correct food assembly.
* Manage the registers by completing transactions and conversing with students and staff in order to keep the line moving efficiently while having a balanced register.
* Maintained clean facilities through taking out the trash, sweeping the floor, and cleaning the kitchen and prep areas resulting in our cafeteria being kept up to date with health standards so the students can eat in a clean environment.
* Train new employees in food handling safety and customer service expectations through communication and demonstration using training booklet resulting in the employees being equally and thoroughly trained.

**Skills**

* Spanish (conversational)
* Microsoft Office (proficient)