

Exercise and Sports Science Student Sample Resume

201 South 1460 East, Salt Lake City, Utah 84112

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Education

University of Utah

Bachelor of Science, Exercise and Sports Science

Emphasis in Fitness Leadership and Education

Salt Lake City, Utah

August 2009

3.8 GPA

Related College Course Work

Anatomy

Kinesiology

Sports Psychology

Physiology of Fitness

Emergency First Aid

Weight Management

Exercise Programming

Human Motor Development

Exercise & Health Perspectives

Certifications

CPR Certified

ACSM Health/Fitness Instructor Qualified

December 2008

June 2008

Experience and Skills

Exercise and Health

- Designed and instructed group exercise classes including step aerobics, strength training, yoga, and cycling
- Executed performance evaluation testing using body fat calipers, bod pods, and blood pressure cuffs
- Performed fitness tests and advised of results that included an action plan to incorporate healthy lifestyles changes
- Designed exercise program for individual clients

Communication

- Advised customers and delivered outstanding service via the telephone
- Created promotional flyers using Microsoft Publisher
- Coordinated and communicated well with co-workers to ensure efficiency and equality

Planning and Organizing

- Developed spreadsheets in Microsoft Excel to increase organization and efficiency
- Prepare Accounts Receivable invoices and distribute them accordingly
- Input Accounts Payable invoices into accounting software

Work Experience

Apple Fitness Center

Health Specialist Intern

Sandy, Utah

January 2008 – Present

Hallmark Cabinets

Executive Assistant

Salt Lake City, Utah

Summers 2005 – 2007