**Job Title:** Fitness Attendant

**Department:** Physical Education and Recreation: Recreation Operations  
**Wage:** $15.00/hour

**Location:** Dodge Fitness Center  
**Supervisor:** Assistant Director and Director of Recreation Operations

## Job Description

### Essential Duties and Responsibilities
- Provide excellent customer service
- Inform patrons of building policies, operational protocols, and Open Recreation schedules
- Direct customers to various offices, recreation/athletic spaces, and meeting rooms
- Understand and uphold the overall goals of our Physical Education & Recreation Department (PEREC)
- Understand emergency protocols and take appropriate action in emergencies
- Regularly attend scheduled meetings and training sessions
- Arrive on time, dress in appropriate attire (uniform)
- Perform daily operational duties as assigned

**Fitness Attendant**
- Monitor fitness area, and ensure member’s safety, clean and maintain fitness area, including Tri Level Fitness Floors, Aerobics Rooms, Functional Fitness Studio, and other areas of responsibility
- Maintain fitness equipment, re-rack weights, keep fitness area organized, and retrieve towels from all locker room hampers
- Check-in procedures and monitoring of in-person, virtual, and/or simulcasted Group Fitness programs

### Required Qualifications
- Currently enrolled Columbia University Student
- Available to work early mornings, afternoons, late nights, and weekends
- Customer service or related experience
- Must be task-oriented and have great attention to detail
- Extremely dependable and committed to their work
- Willing to learn and implement all rules and policies for Physical Education and Recreation
- Willing to follow and uphold COVID-19 policies and procedures, including University and city guidelines
- Able to lift up to 45 lbs