

**\*\*\*\*\*JOB OPPORTUNITY\*\*\*\*\***

**NON-APPROPRIATED FUND (NAF) POSITION**

**ANNOUNCEMENT NO:** MWR-65-13

**POSITION TITLE:** Fitness Assistant; NF-0189-02; Flexible

**SALARY:** \$10.00 - \$13.00 Per hour

**LOCATION:** Family Fitness Center; NAS Jacksonville, FL

**AREA OF CONSIDERATION:** Local Commute Area

**OPENING DATE:** 2 July 2013      **CLOSING DATE:** Until Filled

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**BRIEF DESCRIPTION OF DUTIES:**

Provides instruction and demonstrates the use of equipment. Supervises and assists customers in the proper exercise techniques for free-weights, resistance equipment and cardiovascular equipment. Demonstrates proper warm-up and cool down procedures. Ensures all customers are briefed on the rules and regulations of the Family Fitness Center and reinforces as necessary. Schedules, develops and instructs personalized fitness training programs. Suggests means for modifying cardiovascular risk factors and weight loss, improvement in strength, flexibility and generic nutrition without advising customers on medical conditions. Answers questions on programs offered through the Fitness Center. Performs routine inspection of all fitness equipment, continually checking the cleanliness of the equipment and facility. Performs minor repairs to equipment. May be required to operate a cash register, maintain a change fund, collect money and complete necessary paper work. Performs other related duties as assigned.

**QUALIFICATIONS:**

Training in physical education, exercise science and fitness is desired with a wide range of fitness equipment including resistance/selectorized machines, computerized cardiovascular equipment and free weights. Must possess skills to appropriately address patrons and make positive and well received suggestions on personal fitness goals and methods to attain them. Must possess sufficient written communication skills to assist with compiling and preparing written documentation and reports. Will be required to successfully complete a Certified Instructor/Trainer course to acquire a certificate, CPR and First Aide within 60 days of employment.

**HOW TO APPLY:**

All interested applicants should submit their NAF application **OR** resume in person, or by mail to:

MWR Department Personnel Office

P.O. Box 14 Bldg 1  
Naval Air Station  
Jacksonville, FL 32212

Or fax to: (904) 542-3424

Or email to: [jaxs\\_nas\\_mwrjobapps@navy.mil](mailto:jaxs_nas_mwrjobapps@navy.mil)

NAF Application forms, and Request for Military Spouse Preference forms are available at MWR Personnel Office located in Building 1, on Langley Street between Yorktown and Saratoga Avenues. These forms can also be downloaded at <https://www.cnic.navy.mil/jacksonville>; click on "Fleet & Family Readiness," and also on Facebook at [www.facebook.com/nasjaxmwr](http://www.facebook.com/nasjaxmwr).

**NOTE:** As a condition of employment, you will be required to participate in the direct deposit/electronic funds transfer within the first 60 days of employment. This is the DOD standard method of payment of personnel. Employees will be subjected to administrative action for failure to enroll unless a waiver has been obtained.

**Employment is contingent on the successful completion of a National Agency background check.**

**We are an E-Verify participant.**

***"The Department of the Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation or any other non-merit factor."***