

PERSON SPECIFICATION Fitness Instructor

Criteria	Essential/ Desirable	Application Form / Supporting Statements/ Interview *	
NVQ Level 2 Fitness instructor or Level 3 Personal Training Qualification	Essential	Supporting statements / Interview	
Group training qualification and experience of delivering group exercise classes and small group training	Essential	Supporting statements / Interview	
Demonstrable experience working in the fitness industry, with knowledge and experience of designing and delivering personal training, fitness testing and gym inductions	Essential	Supporting Statements/ Interview	
Proven ability to build rapport and develop effective relationships with customers and colleagues	Essential	Supporting Statements/ Interview	
Excellent communication and interpersonal skills, with the ability to effectively persuade, negotiate and influence others to achieve their goals	Essential	Supporting Statements/ Interview	
Commitment to providing excellent customer service	Essential	Interview	
Demonstrable experience and ability to work responsibly on own initiative as well as in a team.	Essential	Interview	
Excellent organisational skills, with the ability to work accurately with high attention to detail	Essential	Interview	
Relevant experience in the Higher Education environment	Desirable	Supporting statements	
Experience of delivering training courses and workshops	Desirable	Supporting statements	
First Aid qualification	Desirable	Supporting statements	

- **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence eg award of a qualification. Will be “scored” as part of the shortlisting process.
- **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.
- **Interview** – assessed during the interview process by either competency based interview questions, tests, presentation etc.