



A progressive city of 187,800 people located just a short 30-minute drive from Toronto, the City of Oshawa is one of Canada's fastest growing communities that is exceptionally positioned to live, work, learn and invest. Its strategic pursuit of sustainable growth, excellent community service delivery and cooperative partnerships have enhanced its quality of life advantage, while maintaining a strong commitment to financial stewardship.

Posting Number: 005203

Job Title: Temporary Fitness Staff A/B - Fitness Centre Supervisor/Personal Trainer

City: Oshawa

Province: Ontario

Employee Type: Part Time

Employment Group: Exempt

Wage Rate: FI4, \$20.35 - \$22.29

Standard Weekly Hours of Work: up to 24

Shift Work Required: Yes

Posting End Date: 2025/03/31

Job Description

Reporting to the Program Coordinator, maintain a safe, supervised, clean Fitness Centre for users, and provide personal training sessions to registered participants.

The City of Oshawa strives to provide an environment that cultivates and supports the following core values: Authenticity, Courage, and Trust (ACT).

All training hours are paid at minimum wage as outlined in the Employment Standards Act.

Responsibilities:

- Personal Training
 - Perform fitness appraisals
 - Screen clients with PAR-Q + (physical activity readiness questionnaire)
 - Review and counsel client on the results and personal fitness goals
 - Develop personal training program for client
 - Review appraisal data with Appraiser
 - Discuss fitness goals with client
- Fitness Centre duties
 - Return weight training equipment to proper place when left out by users
 - Track usage/attendance in Fitness Centre

- During peak hours, enforce time limits on equipment
- Regularly inspect and clean equipment including cardio machines, weight training equipment and mats
- Complete daily checklists regarding maintenance of equipment, opening/closing procedures and first aid inventory
 - Assist Fitness Instructors
 - Setup/takedown equipment for classes
 - Record class attendance
 - Clean equipment after use when necessary
 - If certified, instruct class in absence of scheduled instructor
- Customer Service
 - Assist patrons with equipment use including proper technique and spotting patrons lifting weights
 - Provide clients with equipment orientations to ensure safe operation and use
 - Outline personal training services available
 - Greet users in a friendly and prompt manner upon entry into Fitness Centre
 - Administer first aid when required
 - Follow up with clients regarding Program and enquiries
 - Promote a safe and welcoming environment for all fitness levels and abilities
 - Ensure all users are aware of and follow rules and guidelines of the fitness centre
 - Immediate intervention and assistance provided to ensure safe techniques with equipment use
 - Complete Public Accident/Incident Reports or Complaint/Enquiry Forms as required Enforce City of Oshawa policies and procedures, including but not limited to: admission requirement standards, emergency procedures (e.g. fire plan)

Requirements:

- Minimum Grade 12 education
- Personal Trainer Specialist certification from Can Fit Pro
- Canadian Society for Exercise Physiology certification is an asset
- Possess and keep current Standard First Aid/CPR 'C' qualifications
- Demonstrate good customer service and communication skills to deal effectively and courteously with staff and the general public; good interpersonal skills with the ability to establish and maintain positive working relationships
- Attend all staff trainings and meetings
- Ability to work shifts, including evenings, weekends, and holidays as required

As a condition of employment, the City of Oshawa will require successful candidates to provide a Criminal Records Check with Vulnerable Sector Search.

Please be advised that position location as noted is at the time of posting and is subject to change, as required due to operational needs.

We would like to thank all applicants however, please note that only those selected to attend an interview will be contacted and all other applicants will be kept on file. Applicants are advised that written, oral and practical testing may form part of the selection process.

To apply, please visit: <https://oshawa.jobs.net/en-CA/search>. All applicants are encouraged to provide a valid email address for communication purposes. Please ensure that you check your email regularly to receive any correspondence.

The City of Oshawa is situated on lands and waters within the Williams Treaties Territory, home to seven First Nation communities of the Michi Saagiig and Chippewa Anishinaabeg, who have cared for and maintained these lands from time immemorial and continue to do so to present day.

[Learn more](#)

We are an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The City of Oshawa promotes the principles of diversity, equity and inclusion and adheres to the tenets of the Canadian Human Rights Act and the Ontario Human Rights Code. The City of Oshawa encourages applications from women, Indigenous Peoples and persons of all cultures, ethnic origins, religions, abilities, ages, sexual orientations, and gender identities and expressions.

The City of Oshawa will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. If you require an accommodation during the recruitment process or assistance with the application process please contact Human Resource Services. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.