**SAMPLE STUDENT**

Palatine, IL 60067 | 847.555.5555 | [samplestudent@gmail.com](mailto:samplestudent@gmail.com) | [www.linkedin.com/in/samplestudent](http://www.linkedin.com/in/samplestudent)

**PERSONAL TRAINER**

Certified Personal Trainer with a strong desire to help others achieve their health and wellness goals. Passionate about creating personalized workout plans and fostering a supportive environment to motivate and encourage clients to thrive. Excellent communication skills in both Spanish and English.

**CERTIFICATIONS**

Certified Personal Trainer, American College of Sports Medicine (ACSM) July 20xx

Basic Life Support (BLS) Certification, American Heart Association May 20xx

**EDUCATION**

Harper College, Palatine, IL

Associate in Arts Expected Graduation May 20xx

Personal Training Certificate May 20xx

**RELEVANT COURSEWORK**

Basic Weight Training Exercise Science

Exercise Technique and Instruction Sports Psychology

Fitness Assessment and Programming Health

Human Anatomy and Human Physiology Fundamentals of Nutrition

**SKILLS**

Fluent: Spanish and English

Microsoft Office: Word, Excel, and PowerPoint

**EXPERIENCE**

Lifetime Fitness, Schaumburg, IL

**Front Desk Greeter / Floor Host** September 20xx to Present

* Provide highest level of customer service to members, prospective members, and guests by professionally answering questions and engaging clientele
* Scan IDs, answer phones, update accounts, and maintain order of lobby area
* Assist members in cardio area with TVs and fitness equipment technology
* Return equipment to its proper place for member use
* Promote and direct members to special events

IKEA, Schaumburg, IL

**Sales Associate / Cashier** May 20xx to September 20xx

* Provided visitors with a positive shopping experience by meeting or exceeding all customer service standards
* Ensured that returns and exchanges were completed accurately and in timely manner
* Followed all cashier balancing policies and procedures

**VOLUNTEER EXPERIENCE**

Palatine Park District, Palatine, IL

**Coach** June 20xx to Present

* Coach individuals with disabilities in recreational environments
* Design activities based on abilities and needs
* Referee soccer and lacrosse games, maintaining a fun and safe environment