

Janie Morgan

Physical Fitness Trainer | Consultant

123 Main Street Cairns, QLD 4870
(07) XXXX-XXXX | (0XXX) XXX-XXX
jmorgan@gmail.com

22 March 20XX

Ms Laura Irish,
PO Box XXXX
CAIRNS QLD 4870

Dear Ms. Irish,

Re: 457HGR

I seek a position of the fitness instructor in Cairns. Hence I was searching for jobs in various job portals and newspapers. Yesterday I was quite excited when I saw your advertisement in one of the newspapers. I present my resume for the same post.

As per my educational qualification, I am a graduate as well as having a Diploma in Fitness Training and membership with Fitness Australia.

My work experience is detailed in my CV.

So, please organise an interview. Please feel free to talk to me if you have any questions regarding my application.

Thanks for taking the time to consider my application.

Sincerely,

Janie Morgan

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Personal Details

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Summary

Fitness Specialist

Possesses wide-ranging, active, professional training Experience in health and wellness programs with Enthusiasm and commitment to achieve results.

Education

Bachelor of Science in Kinesiology

December 20XX
University of the World, Brisbane, QLD

Special Classes

Group Exercise Private Classes

- Tai Chi for Fitness
- ‘Shake your Bottoms’
- Water Safety and Fitness Program
- Computer Literate (Windows and Mac OS)
- Motivated and Driven

Achievements | Certifications

- Developed weightlifting for male clients
- Implement customised fitness programs and individual clients
- Develop, implement and monitor personal training programs and profiles for clients

- Fitness Australia Member
- Tai Chi Certified Instructor
- International Red Cross CPR, First Aid Instructor and Water Safety Instructor

Experience

Exercise Physiologist

- Develop, produce and implement internal and external marketing plans
- Instruct and create programs for Cardiac Rehabilitation Phase III members
- Organise Fitness Team and Health Assesment Testing Schedules

Personal Trainer

- Develop personalised exercised programs for each client
- Monitor the transition and progressions of each client into new more effective exercises

Fitness Instructor

- Instruct various Group Fitness and Tai Chi classes
- Conduct research on the latest trends and newest exercise