



## **Gym Supervisor required at Portmarnock Sports & Leisure Club – Dublin**

As Gym Supervisor you will be required to recruit, train and supervise gym staff; manage budgets; enhance profitability by organising and delivering an appropriate range of fitness activities and programmes and to keep statistical and financial records. Duties will include:

### **Team Leadership:**

- Build a high-performing team.
- Support your team's growth through development plans and training.
- Create a culture of energy, accountability, and service excellence.
- Be a visible, energetic leader on the gym floor.
- Supervise Gym floor and teach classes when required.
- Be a role model of impeccable customer service and professionalism.

### **Sales & Promotion:**

- Grow membership base and retention through exceptional service, sales activity and smart planning.
- Undertake administrative tasks to promote and market the business.
- Use data, insights, and KPIs to keep performance ahead of target.
- liaise with the General Manager in the preparation and development of marketing plans for the year and co-ordination of all promotional plans and projects for the facility.

### **Administration:**

- Manage the weekly roster to ensure adequate cover is in place at all times.  
(NB: Where necessary you will be expected to provide emergency cover for team absences).
- Maintain fitness equipment, ensuring compliance with health and safety legislation.
- Maintain customer service standards and dealing with enquiries, complaints and emergencies.
- Maintain and implement the reporting procedures and control system established by the PSLC.
- Ensure that the Health and Safety Policy and Procedures are implemented and monitored in relation to cleanliness and hygiene.
- To help implement and maintain the highest standard operating procedures for all service areas.
- Attend and present departmental report at weekly team meetings.

This list is not exhaustive; you are expected to react to an ever-changing daily workload as and when required.

### **Qualifications:**

- ITEC/NCEF/Level 2 Fitness Instructor or equivalent qualification.
- Minimum 1 year's Management experience in the fitness industry
- Ability to teach a variety of classes including Spin, TRX, Kettle Bells, Strength & Conditioning.
- Relevant experience and ability to design classes and fitness assessments.
- Strong leadership qualities

- Commercial awareness and the ability to drive results through people
- Exceptional interpersonal skills
- Positivity, resilience, problem-solving
- Flexibility to work evenings, weekends, and Bank Holidays
- Up to date First Aid/AED Qualification
- Excellent timekeeping, communication skills, and be self-motivated.
- Good computer literacy, Microsoft Office applications.
- Be eligible to work legally in Ireland and must be fluent in written and spoken English.

Interested candidates should send their cv to [info@pslc.ie](mailto:info@pslc.ie)

Portmarnock Sports and Leisure Club is an Equal Opportunities Employer.