**Appendix C**

**PERSON SPECIFICATION**

Date: August 2025

Post Title: Gym Instructor

Division: Leisure and Communities

Salary: £13.0541 per hour Grade: Scale 4

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| **CATEGORY** | **E/D** | **CRITERIA INDICATED**  **E (ESSENTIAL) OR D (DESIRABLE)** | **MEASUREMENT**  **(See below)** |
| SKILLS, KNOWLEDGE  AND EXPERIENCE | E  E  E  E  D  D  D  D  E | 1. Must possess a sound knowledge of physiology as it relates to exercise protocols 2. A sound knowledge of exercise equipment and its various uses 3. A sound knowledge of health initiatives and/or programmes of public health improvement 4. Practical experience of the formulation and implementation of exercise programmes to individuals with widely differing needs 5. Experience of working with software applications such as Microsoft office 6. Experience of prioritising workloads in order to achieve outcomes and/or deadlines 7. Ability to create innovative health and fitness promotions to both attract and retain customers 8. Experience of working in a gym or similar customer facing environment 9. Experience of working within a team or with a range of partners | 2,4  2,4  2,4  2,3,4  2,4  2,4  2,4  2,3,4  2,4 |
| SAFEGUARDING | E | Commitment to the protection and safeguarding of children, young people and adults with care and support needs | 2,4 |
| EQUAL OPPORTUNITY | E | Must be able to recognise discrimination in its many forms and willing to put the Council’s Equal Opportunities Policies into practice. | 2,4 |
| ATTITUDE & MOTIVATION | E  E  E  E  E  D | 1. A good understanding of the health and fitness industry and a keen, obvious interest 2. Willingness to create a hospitable environment for customers within the leisure centre 3. Ability to communicate with people from a range of backgrounds 4. Willingness to contribute ideas and suggest new methods to improve the overall efficiency and effectiveness of the organisation 5. Ability to work without close supervision and contribute to own performance goals. 6. Ability to quickly assimilate verbal and written instructions to produce documents as required | 2,4  2,4  2,4  2,4  2,4  2,4 |
| OTHER | E | 1. A flexible attitude to work relating to requirements for weekend and evening work and cover for colleagues. | 2,4 |

**MEASUREMENT:**

1. Test prior to shortlisting (ie all applicants). 2. Form application form. 3. Test after shortlisting. 4. Probing at interview. 5. Documentary Evidence. 6. OTHER (Please specify)