City of Mason

Employment Opportunity
For
Fitness Floor Attendant

Hiring Range:	**$15:30 to $18.81 (DOQ)**	**Classification:**	**Assistant**
Reports To:	**Program Supervisor**	**FLSA:**	**Non-Exempt**
Posted:	**10/2/2026**	**Department:**	**Parks & Recreation**
Working Hours:	**Flexible**	**Status:**	**Part-time**

General Statement of Duties and Distinguishing Features of Class

Responsible for the supervision of the Mason Community Center's (MCC) fitness and weight room facilities, with an emphasis on ensuring the safety of patrons using the facilities.

Examples of Work (Illustrative Only)

- Demonstrates courteous, polite, and respectful behavior to all patrons and facility staff members.
- Provide equipment orientation (limited to equipment features, safety, and use guidelines) to MCC patrons.
- Monitors the safe and appropriate use of all fitness, cardiovascular, and weight equipment.
- Ensures equipment is ready for use by properly cleaning and sanitizing throughout the shift.
- Reports maintenance or repair requests in a timely manner.
- Demonstrates a basic knowledge of the facility's fitness/wellness programs and services and assists in educating patrons of their availability.
- Prepares and maintains administrative records and paperwork as requested.
- Attends in-service training sessions and/or staff meetings as requested.
- Uphold the policies and procedures of the City of Mason and Parks & Recreation Department.
- Display knowledge of the department's *Infectious Material & Exposure Incident Policy* and facility Emergency Action Procedures.
- Administer and record any necessary first aid/victim care within the level of emergency training.
- Demonstrates knowledge of all emergency procedures throughout the recreational areas.
- Performs related duties and responsibilities as required.

Skills, Knowledge, and Abilities: The following is preferred

- Possess and maintain current certification in American Heart Association or American Heart Association *Standard First Aid, AED and CPR.*
- Ability to lift and move objects, including weights and fitness/weight equipment
- Basic knowledge of fitness principles
- Ability to follow oral and written directions
- Good organization and interpersonal communication skills
- Ability to work a flexible schedule (including evenings, weekends & holidays)

Physical Requirements

Work in a recreational/office environment, frequent walking and standing; ability to lift/carry objects up to 80 pounds, stoop and crouch, sit or stand for extended periods.

I understand that I am applying for employment at will, and nothing in this job description and no oral statements made to me in connection with this job description can be construed as a contract of employment.