

Michelle R. Melzl
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Career Objective: To obtain a position that will enable me to use my strong organizational and motivational skills, along with my educational background, and previous work experience in team building, client relations, performance enhancement, coaching & facilitation, and motivation to take your organization and my career to the next level.

Experience

NEW YORK SPORTS CLUB, East Brunswick, NJ 2015-Present

Personal Trainer

Responsible for selling fitness services and providing outstanding fitness instruction to a wide range of clients. Responsibilities include designing workout programs, coaching clients, and being knowledgeable on many different types of exercises and modifications.

NEW YORK SPORTS CLUB, East Brunswick, NJ 2014-2015

Membership Consultant

Responsible for selling a promoting club memberships and features. Handle sales contracts, interact with members and customers, call potential customers, and attend various promotional events. Give club tours and price presentations.

BUFFALO WILD WINGS, Eatontown, NJ 2013-2014

Cashier/Hostess/Expo

Team members are guest-focused, team-focused, and responsible for high-end customer service, ringing up food orders, answering phones, packing and delivering food purchases to customer, as well as seating and greeting guests.

HOLLISTER, Freehold, NJ 2012-2013

Model/Sales/Inventory

Work as front end model, greeting customers to help maintain a positive, friendly atmosphere. Other responsibilities include handling check out area as a cashier, answering phone calls, restocking shelves, pulling stock, auditing, cleaning and organizing, as well as Initiating an organizational plan for the stock room.

WORK OUT WORLD, Ocean, NJ 2011-2012

Front Desk Representative & Key Holder

Responsible for opening and closing the gym and cash register. Handled customer care and assistance, rang up any daily transactions, and made the final sales on gym memberships.

Acted as a first point of contact for incoming leads.

PROACTIVE/AMERICAN KIOSK MANAGEMENT, FREEHOLD, NJ 2011-2011

Sales, Cart Management, and Key Holder

Responsible for direct sales to public as well as maintaining stock supplies, cart appearance, and computer repairs. Other responsibilities included being a key holder, opening and closing cart, cashing out register, and making nightly deposits.

Volunteer Work

AMERICAN FOUNDATION for Suicide Prevention 2013-Present
Active volunteer in walks to raise funds to increase awareness, education, and advocacy regarding suicide prevention.

THE BIG EVENT at Monmouth University: Site Captain 2013-Present
Worked with Student Government at Monmouth University in leading a worksite at a library in West Long Branch to cleanup and restore the grounds. Part of a large community service project.

HABITAT FOR HUMANITY 2013-Present
Working alongside Alpha Kappa Psi to help build and repair homes for those affected by natural disaster. Raised over \$2000 in donations through events for the 2013-2014 year.

THE ARTHRITIS FOUNDATION 2013-Present
Works alongside Alpha Omicron Pi to help support The Arthritis Foundation by participating in local walks and raising money for the cause.

RONALD MCDONALD HOUSE CHARITIES 2012-2013
Worked with Alpha Kappa Psi to raise money and participate in events to help raise money for Ronald McDonald house charities.

RELAY FOR LIFE Team Captain 2010-present
Involved with Relay for Life for 3 years. Planning committee for 2012. Helped plan and run both the actual event, and events leading up to day of event. Fundraiser for the American Cancer Society

Activities and Honors

Battlefrog Series Field Team Member	2014- 2014
Spartan Race Competitor and Volunteer	2014- 2014
National Physique Competition Member and Competitor	2013- 2014
Student Government Commuter Senator	2013- 2014
Alpha Omicron Pi Sorority Charter Member	2013- 2014
Alpha Kappa Psi Professional Business Fraternity General Member	2012- 2014
Alpha Kappa Psi Involvement Chair	2013 -2014
Phi Eta Sigma National Honor Society Member	2010 -2014
Member of the Monmouth University Honors School	2010- 2012
Academic Excellence Scholarship– Monmouth University.	2010- 2014

Education

Monmouth University, Long Branch, NJ
Major: Health Studies
GPA: 3.34 Class of 2014
Cardinal McCarrick High School, South Amboy, NJ
GPA: 3.97 Class of 2010

Special Skills

NASM Certified Personal Trainer - February 2015

NASM Behavior Change Specialization - December 2016

NASM Fitness Nutrition Specialization - March 2015

NASM Corrective Exercise Specialization - May 2015

NASM Performance Enhancement Specialization - January 2016

TRX Functional Training Qualification - December 2015

CPR and AED Certified - August 2016

American Heart Association

Proficient in the use of all Microsoft Programs, including:

Word

Excel

Powerpoint