

2nd ASSISTANT GOLF COURSE SUPERINTENDENT

POPPY HILLS GOLF COURSE JOB DESCRIPTION

Job Title: 2nd Assistant Golf Course Superintendent
Reports To: Golf Course Superintendent
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Department: Golf Course Maintenance
Exempt Status: Exempt

SUMMARY

Assist the Golf Course Superintendent in the day to day operations of the Golf Course Maintenance Department in order to maintain a well manicured and professional golf course.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Aid the Golf Course Superintendent in the overall care of the golf course, the clubhouse grounds and practice range areas
- Assist Golf Course Superintendent in maintaining the safety program and record keeping for all government agencies
- Support and develop ideas with respect to golf course maintenance
- Organize and coordinate all aspects of the golf course maintenance and management in the absence of the Golf Course Superintendent
- Oversee all aspects of irrigation scheduling and repair
- Check golf course for playability and condition daily
- Train and monitor Golf Course Maintenance staff on a daily basis and assist with staff evaluations
- Assist in scheduling crew daily
- Answer questions from guests, Directors and employees regarding care of course, quality of maintenance and safety
- Be prepared to fill in the absence of employees such as fertilizing, general pest control, mow turf with all equipment and use any piece of equipment needed to maintain or construct projects on the golf course
- Oversee construction projects
- Support safe work habits and a safe working environment at all times
- Complete other work as assigned

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and /or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

EDUCATION and/or EXPERIENCE

A. A., B.A. or B.S. college degree or two to five years related experience and/or training; or equivalent combination of education and experience. Current Qualified Applicator Certificate is required.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to communicate effectively with guests, management, vendors/suppliers, the general public and other employees of the Company.

COMPUTER/BUSINESS MACHINE SKILLS

Basic ten key, some computer knowledge helpful.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure using whole numbers, common fractions, and decimals. Ability to compute rates, ratios, and percentages.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is continuously required to talk and hear. The employee frequently is required to sit. The employee is frequently required to stand and walk. The employee is occasionally required to lift 50 pounds. The employee is frequently required to bend, stoop and twist.

WORK ENVIRONMENT

While performing the essential functions of this job, the employee is usually outdoors, in an uncontrolled environment, and experiences a moderate to high noise level in the work environment.