

## Golf Course/Range Attendant

### *Summary of the position*

- Performs tasks associated with the maintenance and operations of the driving range, the golf cart fleet, and the building and grounds in and around the clubhouse and cart barn

### *Salary/Hours*

- \$7.25 to \$9.00, with no benefits
- Approximately 25 hours per week, may require working overtime and holidays

### *Essential duties and responsibilities*

- Driving range:
  - Frequently checks range balls to ensure an adequate supply in the machines
  - Collects range balls as needed, including nearby greens, streams and ponds
  - Cleans ball washer
  - Washes range balls and remove old, cracked and worn balls
  - Brings in baskets from the range
  - Makes sure Pro Shop is re-filled with tokens regularly
- Buildings and Grounds:
  - Sweeps and hoses down patio area
  - Sweeps around outside of building
  - Picks up trash and debris around building and parking lot
  - Empties garbage cans and replaces liners
  - Cleans and mops bathrooms in the clubhouse and restocks supplies
  - Spot cleans windows and Pro Shop floor
- Golf Carts:
  - Brings out carts and organizes them as needed
  - Washes carts daily
  - Checks for damage and monitors air pressure in tires
  - Fills sand and seed containers
  - Puts away carts every night

### *Special Considerations*

- Must be at least 16 years of age with a valid driver's license.
- Good physical condition, able to regularly lift 50 pounds.