

**Position:** Player Services Attendant

**Department:** Golf

**Start Date:** April, May 2015

**Min. Contract Length:** 6 months

**Description:**

Provides the services of golf bag and equipment handling and cleaning for members and guests of the BRO^ADMOOR Golf Club.

**Essential Functions:**

- Drive a small cargo vehicle to transport golfing equipment.
- Deliver golfing equipment to the proper locations on property.
- Maintain daily records for all golfing equipment accepted into and released from the custody of the Golf Club (including rental club inventories).
- Clean golf equipment in custody of the Golf Club after every use.
- Greet members and guests and anticipate their needs in advance to provide exceptional service.
- Be informed of property information and facts about daily events in order to answer golfers' questions and provide information as appropriate.
- Operate golf cars in a safe and responsible manner.
- Operate pro-active golf ball recovery machinery and other related golf operation equipment.
- Thoroughly clean golf cars after every use.
- Maintain work areas in a neat, clean, orderly fashion by sweeping, mopping or raking club storage areas and any area exposed to the public.
- Assist Tournament Operations in implementation and preparation of tournament.
- Perform tasks of Golf Course Starter/Marshall in their absence.
- Inspect golf cars for damage, unusual operating noises or faulty functioning.
- Report any safety or health hazards to supervisors.

**Experience/Requirements:**

While performing the duties of this job, the employee is regularly required to stand, walk, use hands to finger, handle, or feel and talk or hear. The employee is frequently required to sit. The employee is occasionally required to reach with hands and arms, stoop, kneel, crouch or crawl, and taste or smell. The employee is regularly required to lift up to 25 pounds (12kgs). The employee is occasionally required to lift up to 50 pounds (24kgs). The vision requirements include: close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.