

Job Description

Groundskeeper/Maintenance/Mechanic

Job Purpose:

Under the general supervision of the General Manager, performs skilled work pertaining to care and maintenance of golf carts and other golf course equipment. Is also responsible for operating light construction and grounds maintenance equipment and also uses hand tools and performs ground maintenance, structure and facility maintenance and other manual labour as necessary.

Duties and Responsibilities:

- Establish and implement preventative maintenance programs for all equipment in the golf course maintenance operation
- Maintain the mechanics work area and company tools in clean, well organized, safe and secure manner
- Be responsible for the repair and maintenance of all golf equipment
- Responsible for maintaining adequate inventory levels of petroleum products, replacement parts, and shop supplies as established by the General Manager of the golf course
- Assist in training grounds staff on proper and safe operation of maintenance equipment
- Be responsible for all required documentation relating to equipment repairs and purchasing replacement parts
- Advise on replacement needs for equipment
- Performs other duties in golf course maintenance
- Great responsibility for the care, condition, and use of materials, equipment and tools

Qualifications:

- High School Diploma
- Diploma in small engine repair and/or equivalent experience
- Must possess a valid drivers license
- Knowledge of golf etiquette helpful
- Ability to understand and follow oral instructions
- Ability to tolerate weather extremes for extended periods of time

Physical Requirements:

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee is frequently required to stand, walk, and use hands: operate objects, tools or controls. The employee must frequently lift and/or move and occasionally lift and/or move more than 100 lbs.

Work Environment:

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions. The employee is occasionally exposed to the risk of electrical shock.