

Property: Bolingbrook Golf Club

Department: Course and grounds

Reports to: Superintendent

Direct Reports: Jeff Gerdes

Position Status: Part-time or Full-time, Seasonal, Hourly, Non-Exempt

Job Description

Position Summary

Under general direction from the Golf Course Superintendent, Assistant Superintendent or Crew Foreman, the Equipment operator safely utilizes a variety of tools, machinery and equipment to perform maintenance duties around the golf course and grounds. Responsibilities also include cleaning equipment after each use and performing minor repairs and/or routine maintenance on the equipment.

Essential Duties and Responsibilities

- Safely operate equipment and accessories as trained and assigned including, but not limited to, greens mowers, rotary mowers, flymos, gang mowers, tri-plex mowers, vertical mowers, line trimmers, edgers, utility vehicles, back-pack blowers, portable pumps, aerifiers, spikers, mechanical top dressers, sod cutters, mechanical bunker rakes, tractors, sweepers, blades, loaders, backhoes, trenchers, chain saws, and miscellaneous hand tools.
- Properly care for assigned equipment by inspecting machinery before and after each use, cleaning machinery after each use, making necessary minor adjustments to equipment and reporting machinery/equipment problems to the mechanic.
- Maintain maintenance and fluid use logs (gas and oil) on assigned equipment.
- Perform daily maintenance tasks on the golf course and grounds as well as the maintenance facility and clubhouse as assigned and directed. Duties may include, but not limited to, loading and unloading materials, trimming trees, removing cuttings, laying sod, hand raking bunkers, drainage installation and repair, and repairing ball marks and filling divots.
- Perform golf course service and set up work as directed.
- Perform other duties as assigned.

Education/Qualifications/Certifications

- High school, college degree, required or preferred.
- 1 year experience with equipment and/or in golf course maintenance or landscaping preferred.
- Valid driver's license. Driving record meeting Company safety policies and guidelines.
- Demonstrated ability to operate golf course equipment.
- Demonstrated quality verbal, and interpersonal communication skills.
- Ability to analyze and solve problems; efficiently handle multiple duties under pressure with minimal supervision; work flexible hours as required including nights/weekends.
- Positive attitude, professional manner and appearance in all situations.

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Position Physical Requirements

Must have the ability to:

- Read and write (English)
- Communicate verbally with staff members and/or customers with or without the use of two-way radios.
- Give and/or follow verbal and written instructions
- Visually inspect all work areas, golf course and grounds
- See players on the golf course, and to follow the flight of golf balls
- Operate vehicles and equipment for several hours at a time
- Perform mathematical calculations involving fractions, decimals, and percentages
- Retrieve, read and interpret information from technical sources
- Stand, sit, walk, push, pull, lift, grasp, bend and kneel for up to 5 hours at a time
- Lift up to 100 lbs occasionally, 50 lbs frequently, and 20 lbs constantly

Supervises

None

Working Conditions

Work hours may include days and evenings on weekdays and weekends. Subject to inside and outside environmental conditions. May be exposed to inclement weather, potentially dangerous chemicals, solvents, pesticides, herbicides, and fertilizers, misdirected golf balls, sharp and rapid equipment movement on a daily basis. Injury may result as a result of exposure to the above if safety policies and practices are not properly followed.

Machine/Equipment/Tools Used

Greens mowers, rotary mowers, flymos, gang mowers, tri-plex mowers, vertical mowers, line trimmers, edgers, utility vehicles, back-pack blowers, portable pumps, aerifiers, spikers, mechanical top dressers, sod cutters, mechanical bunker rakes, tractors, sweepers, blades, loaders, backhoes, trenchers, chain saws, and miscellaneous hand tools.



Laborer

Position Description Acknowledgement

I have read and understand all of the above. I have reviewed the essential functions and responsibilities for which I am responsible as well as the working conditions and physical requirements. I understand this document does not create an employment contract, and that I am employed by the Company on an "At Will" basis. I further understand that this position description supersedes any and all prior descriptions issued.

Staff Member _____ Date _____

Supervisor _____ Date _____

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