

## POSITION DESCRIPTION

### Golf Range Technician I

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**Position** .....Golf Range Technician I

**Department/Site** .....Fiscal Services

**FLSA** .....Non-Exempt

**Evaluated by** .....Enterprise Services Manager

**Salary Range** .....10

#### **Summary**

Under the supervision of the Golf Range Supervisor, the Range Technician I will maintain the outside hitting stations, including the grass, putting green, bunker, and will assist with the golf pro shop. The Golf Range Shop Technician I provides Range maintenance and retail sales service to customers. This position requires the ability to assess customer needs and buying preferences, display merchandise, complete customer transactions, and maintain the outside hitting areas and operate equipment specific to the Range.

#### **Essential Duties and Responsibilities**

Performs some or all of the following, depending on the areas of assignment.

- Performs maintenance and minor repairs of ball washers, pickers and accessories.
- Performs greens care, bunker preparation, turf restoration, and synthetic turf care.
- Perform general business practices including inventory, cash registers and sales.
- Plants and feeds the grass as needed.
- Keeps the driving range clean and orderly.
- Interprets and adheres to District policies and procedures, state and federal laws.
- Meets schedules and timelines.
- Performs other duties as assigned that support the overall objective of the position.

#### **Qualifications**

##### **- Knowledge and Skills**

- Requires a basic knowledge of the game of golf.
- Requires a basic knowledge of the equipment and supplies used in the operation of a golf driving range.
- Requires a basic knowledge of maintenance and minor repair of ball washers, pickers and accessories.
- Requires the ability to perform greens care; bunker preparation and turf restoration.
- Requires knowledge of general business practices including inventory, cash registers and sales. Basic oral and written communication skills. Interpersonal skills using tact, patience and courtesy.

##### **- Abilities**

- Requires the ability to perform all of the duties of the position efficiently and effectively, with minimal supervision.
- Must be able to operate the cash register.
- Requires the ability to plant and feed the grass as needed.
- Must be able to maintain the bunker. Must be able to keep the driving range clean and orderly.
- Must be able to interpret and adhere to District policies and procedures, state and federal laws.
- Must be able to meet schedules and timelines.

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- Must be able to establish and maintain public relations with range patrons and all personnel.
- Requires the ability to work with a diverse group of employees, students and the community.

#### **Physical Abilities**

- Requires sufficient ambulatory ability to stand, lift, and place light-to-medium weight items (under 50 pounds) onto shelves or displays on a continuous basis.
- Requires sufficient hand-eye coordination to use a small vehicle with special hand controls and computer keyboard and cash register.
- Requires sufficient visual acuity to recognize people, numbers, and words.
- Requires auditory ability to carry on conversations in person.

#### **Education and Experience**

- A high school diploma, or the equivalent; or in the absence of a high school diploma, or the equivalent, one year of experience in the area of the specific assignment.

#### **Licenses and Certificates**

- Requires a valid driver's license.

#### **Working Conditions**

- Work is performed indoors and outdoors where some safety considerations exist from physical labor and moving objects.