



Job Description

Position: Junior Greenkeeper	Created: Mar 23, 2022
Reports To: Assistant Superintendent, Golf Course Superintendent	Last update: Mar 23, 2022
Direct Report(s): n/a	

Position Summary

This position is responsible for ensuring the golf course, grounds, greens, and gardens are maintained to the highest quality during the golf season.

Key Responsibilities

- Assist in the maintenance of the greens, tees, approaches, collars, and fairways including, but not limited to: grass cutting, blowing debris, trimming and detail work.
- Assist in the maintenance of the bunkers including, but not limited to: general bunker raking, blowing debris, ensuring proper depths of sand, repairing bunker liner, and edge repair.
- Assist in the tee setup operation: tee block placement, divot repair, edging irrigation heads.
- Operate and maintain the cleanliness of lawn mowers, trimmers, blowers, fly mowers, and other landscaping equipment.
- Maintain fuel levels for all equipment used daily as well as reporting any problems or equipment failure to the Assistant Superintendent and Equipment Manager immediately.
- Assist in watering sod and miscellaneous areas on the property.
- Assists with project work: soil preparation, sod work, cart path rehabilitation, and other landscape projects.
- Performs other duties as directed by the Assistant Superintendent and Golf Course Superintendent.
- Follow all Health and Safety policies and procedures including the use of Personal Protective Equipment.
- Performs other landscape related duties as it pertains to the maintenance of the golf course and property.

Work Environment

- Outdoors: extreme heat (in excess of 30°C), cold (below 0°C), high winds, extreme rainfall, lightning, thunderstorms, and hail.
- Exposure to plant (grass, trees, weeds) pollen, soil, sands, and dust.
- Insects and potential close contact with wild animals (deer, raccoons, skunks, etc.)
- May be exposed to upset members or guests.



Physical Effort

- A physically demanding role at the Club.
- Ability to lift and carry up to 50 pounds, move and push objects up to 75 pounds and to lift, move, and carry objects weighing more than 75 pounds with assistance.
- Standing and walking distances for extended periods of time.
- Regular lifting, shoveling, pulling, and pushing.
- Repetitive motions, i.e. bending, squatting, crouching, and twisting on a regular basis
- Manual dexterity and hand/eye coordination is required.

Work Hours

- Shift work on weekdays and weekends.
- Hours vary from 5:00am to sunset or later dependent on Club demands.
- Typical weekday shift is 6:00am to 2:30pm; typical weekend shift is 6:00am to 10:00am.
- Some overtime may be required during peak times.

Education / Work Experience

- Previous golf course experience is an asset.
- Experience in the safe operation of motorized vehicles is an asset.
- Valid driver's license.

Skills & Knowledge

- Strong work ethic – hard working, enthusiastic, self-motivated, positive attitude, flexible schedule.
- Teamwork and cooperation skills are a requirement.
- Effective communication skills – listening, understanding, and responding.
- Constant focus and attention to detail.
- Ability to perform high quality work.
- Commitment to working in a safe manner at all times.
- Provide the highest levels of service to members and guests when applicable.

The Club reserves the right and privilege to amend this job description as dictated by business needs.



Sign Off

I have reviewed this Job Description, understand it, and agree that it is an accurate summary of my duties. I also acknowledge that I was given the opportunity to have any questions regarding my job description clarified.

Junior Greenkeeper name

Date

Golf Course Superintendent

Date