



Player Assistant

FLSA Status: Non Exempt
Department: Golf
Reports to: Head Golf Professional or Other Department Manager or Director

General Purpose:

Starts players on the golf course explaining the rules of play for the day. Tours the golf course encouraging players to maintain a reasonable pace of play.

Essential Duties:

- ◆ Starts players on the first tee explaining the rules of play for the day.
- ◆ Maintains an accurate starting sheet so the whereabouts of players are known.
- ◆ Cues groups to move to the first tee and makes sure not more than one group is on the tee at on time.
- ◆ Tours the golf course assisting players when needed to maintain the posted pace of play for the day.
- ◆ Checks the restrooms and water stations on a regular schedule.
- ◆ Maintains proper spacing on the golf course to avoid delays.
- ◆ Completes the golfer tracking report on a daily basis.
- ◆ Reminds players of the cart rules of the day.
- ◆ Repairs ball marks and collects any trash that may be on the course. Replaces any hazard stakes or directional signage.
- ◆ Communicates with the Golf Shop and Starter on a regular basis.
- ◆ Monitors the course and ensure customer satisfaction. Assists golfers when needed.
- ◆ Reports all problem situations to the Head Professional in a timely manner.
- ◆ Incorporates safe work practices in job performance.
- ◆ Regular and reliable attendance.
- ◆ Performs other duties as required.

Education/Experience:

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

Physical Demands:

Frequently stands and walks; reaches with hands and arms. Regularly sits and uses hands; talks or hears. Occasionally stoops, kneels, crouches or crawls. Regularly lifts up to 50 pounds and occasionally lifts up to 100 pounds.

Environment/Noise:

Frequently works in outdoor weather conditions. Occasionally works in wet or humid conditions (non-weather). Noise level is moderate.

Certificates/Licenses:

Valid Driver's License

Job Knowledge, Skill, and Ability Preferences:

- ◆ Ability to read and speak English may be required in order to perform the duties of the job (e.g. the associates may be required to communicate with English speaking customers or co-workers, the manuals for the equipment the associates may use are in English).

This job description is not an exclusive or exhaustive list of all job functions that an associate in this position may be asked to perform from time to time.