

# CITY OF RINCON, GEORGIA

## Golf Maintenance Department

**JOB TITLE:** Golf Maintenance Operator

**SUPERVISOR:** Golf Course Superintendent

**JOB FUNCTION:** Performs general golf maintenance duties, including, but not limited to, mowing, weed eating, landscaping and general maintenance of golf course.

**DUTIES:**

*Operates machinery listed below to perform tasks needed for daily maintenance:*

- Mowers
- Weed eaters
- Blowers
- Raking bunkers

*Maintenance:*

- Mow all areas and weed eat
- Trash pick up
- General clean up
- Operate irrigation system
- Routine preventative maintenance on all equipment
- Perform other tasks as directed by supervisor
- Performs other related duties as required

**MACHINES, TOOLS, AND EQUIPMENT:**

City of Rincon Development Guidelines, greens, tees, fairway, and rough mowers, blowers and weed eaters.

**MINIMUM EDUCATION AND QUALIFICATIONS**

High school diploma or equivalent. Individual should be able to lift 50 pounds unassisted. Applicants must pass a drug screening and background check. Potential employees must possess and maintain a valid U.S. driver's license.

**WORKING CONDITIONS:**

Performance of essential functions may require sitting for long periods of time and standing for long periods of time.

**MENTAL DEMAND:**

Requires the ability to communicate well through verbal and written means, at all levels, including the public. Requires ability to handle several responsibilities and tasks at one time, and be able to prioritize those tasks.

**PHYSICAL DEMAND:**

Tasks require the ability to exert moderate, though not constant physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (25-50 pounds).

**INTERPERSONAL COMMUNICATION**

Requires the ability of speaking and/or signaling people to convey or exchange technical, legal, and administrative information.

**LANGUAGE ABILITY**

Requires the ability to read a variety of informational documentation, directions, instructions, and methods and procedures such as the law and related policies and procedures.

**MENTAL APTITUDE**

Requires the ability to learn and understand complex directions, situations and techniques; to make independent judgments in absence of supervision; to acquire knowledge of topics such as policies and procedures.

**VERBAL APTITUDE**

Requires the ability to record and deliver information to supervisor; to explain procedures and policies; and to follow verbal and written instructions, guidelines and objectives