

Traveler's Country Club on the Mississippi (TCCOM)

DATE: July 2015

POSITION TITLE: TCCOM Golf Course and Common Grounds Maintenance Worker

PRIMARY OBJECTIVE OF POSITION:

Maintains golf course, common grounds and equipment of TCCOM for the Park season -- April 15th through October 15th. This is a seasonal position.

MAJOR AREAS OF ACCOUNTABILITY:

- Cut, groom and maintain tees, fairways, greens and common grounds.
- Maintain and repair irrigation systems and swimming / wading pools.
- Repair water mains and lines.
- Repair and maintain small engines.
- Maintain pest control.
- Cut, trim and remove brush, trees and leaves from common ground.
- Must be able to work with co-workers, members and guests in a courteous and responsible manner.
- Ability to work independently and to complete daily activities according to work schedule.
- Ability to communicate orally and in writing. Ability to understand, follow and transmit oral and written instructions.
- Perform other duties as assigned.
- Safe work habits required for this position.

ENVIRONMENTAL FACTORS ESSENTIAL TO JOB DUTIES:

Job requires working outdoors with long periods of standing, walking, bending and digging. Job involves working both indoors and outdoors and exposure to electrical hazards, fumes, odors and noise. Work with chemicals and pesticides under the direct supervision of the Golf Course Manager.

MACHINES USED ON THE JOB:

Mower, pesticide sprayer, leaf vacuum and blower, chain saw and other maintenance equipment.

SUPERVISION OF OTHERS:

None.

SUPERVISION BY OTHERS:

Reports directly to TCCOM Maintenance and Golf Course Manager. Will work independently with some supervision by the Maintenance Manager and Lead worker.

TCCOM Maintenance and Golf Course Manager will complete an employee evaluation for this position annually, documented in writing, between 7/15 and 8/15.

ESSENTIAL FUNCTIONAL REQUIREMENTS:

LIFTING:	50 lbs and to 120 lbs with assistance
PUSHING:	Mowers and wheeled carts
SITTING:	To do office/paperwork/lawn maintenance
STANDING/WALKING:	Throughout the work shift
CLIMBING:	While doing maintenance routinely through the work shift
KNEELING:	During maintenance
CROUCHING/STOOPING:	During maintenance

MACHINES / TOOLS USED ON JOB:

Tractors, vehicles, mowers and other large machinery owned by the Park. Maintenance shop tools, hand tools, meters and testers.

TRAINING / SKILLS REQUIRED:

High school diploma or G.E.D.
Some previous maintenance experience.
Applicable state licenses as needed for the job.
Valid driver's license.
Working knowledge of small engines and plumbing.

Reviewed By: _____