

**PRESTWICK COUNTRY CLUB
GROUNDSMAN II**

- A. REPORTS TO:** Golf Course Superintendent
- B. PURPOSE OF POSITION:** Grounds maintenance of golf course.
- C. CLASSIFICATION:** Full Time Hourly – Non-Exempt – Pay Grade 5
- D. DEPARTMENT:** Prestwick Maintenance
- E. DUTIES AND RESPONSIBILITIES:**
- Prepares golf course for golfers each day.
 - Mows and trims grass in all areas of the golf course.
 - General grounds maintenance of golf course, clubhouse and corporate office, including trash and litter pick-up.
 - Maintains landscaped areas by pulling weeds and mulching.
 - Maintains any and all equipment used.
 - Operates large equipment such as tractors, backhoe, dump truck, etc.
 - Plants and prunes trees, shrubs, flowers and grass.
 - Assists in the installation and maintenance of underground irrigation systems.
 - Prunes large trees using handsaws, pole pruners and chain saws from ground level and from ladders.
 - Assists in any renovation projects.
 - Provide outstanding guest service at every opportunity.
 - Promote a positive relationship with team members in all departments and divisions.
 - Understanding of internal controls.
 - Maintain confidentiality of information.
 - Ability to interact well with others in a team environment.
 - Additional duties as assigned.
- F. SAFETY RESPONSIBILITIES AND REQUIREMENTS:**
- Actively demonstrate, encourage, train and model safety rules and guidelines, in accordance with Company, along with local, state and federal law requirements.
 - Investigate loss producing incidents and review prevention recommendations with all employees.
 - Actively participate in the safety meetings, if requested by Management, providing and documenting safety training, if applicable, and offering improvement suggestions. Ensure that all safety equipment is used at all times, i.e. safety harness, eye protection, hard hats, gloves, etc.

- Report safety or hazard concerns to management.
- Report any work-related injury to management.
- Take personal responsibility for safety every day.

G. QUALIFICATIONS/REQUIREMENTS/EXPERIENCE/EDUCATION:

- Must have reliable transportation.
- Must have a valid driver's license.
- Must have the ability to work on site for all scheduled hours.
- Positive attitude.
- Physical requirements should include frequent lifting up to 50 lbs, pushing, pulling, digging, kneeling, climbing, and bending.
- Physically exertion is required 90-100% of the time.
- Must be able to perform outdoor physical labor in varying weather conditions.

H. SCHEDULE:

- Prestwick Country Club operates 7 days each week. Employees must be available to work a flexible schedule, including weekends and/or holidays as well as overtime hours as necessary.
- Available to take calls on a 24-hour rotation basis. Available to take emergency calls for complex issues.

General sign-off: This job description is not all inclusive. The employee is expected to adhere to all company policies and to act as a role model in the adherence to policies.

I have read and understand this explanation and job description.

Signature: _____ Date: _____