



Golf Operation Team Member

El Caballero Country Club in Tarzana is looking to hire a service-minded applicant that has golf knowledge or work experience in the golf industry. This person will be trained in multiple areas of the golf operation and play an important role in the golf operation's service chain.

This position is 100% member and guest services pertaining to multiple areas of the golf operation and service chain to ensure a high-level quality golf experience. You are there to assist members and guests in the following positions: Practice Area Attendant, Golf Cart Attendant, Club Storage Attendant, as well as servicing any needs and requests.

This position requires candidates with excellent customer service experience while working outside on the golf course exerting physical activity.

Essential Job Functions:

This job description in no way states or implies that these are the only duties to be performed by the associate occupying this position. Associates will be required to perform any other job-related duties assigned by their supervisor.

- Member Relation
- Able to react to change productively and handle other essential tasks as needed
- Interpersonal Skills
- Communication Skills

The following are areas this position will be trained and assigned shifts in:

- Club Storage Attendant: Greet members and guests. Assist members with golf bags, loading and unloading onto carts, club-cleaning service, and maintain bag storage system.
- Golf Cart Attendant: Clean and prepare golf carts for use (i.e. stock towels, tees, pencils, scorecards, etc.) by bringing them to cart staging area, and returning them to cart storage cleaned out and washed thoroughly.
- Practice Area Attendant: Set up and break down of practice area. Assist members and guests with practice balls, club-cleaning, maintain appearance of area.

Other Essential Duties

- Maintain cleanliness and neatness of work area.
- Ensure a pleasant visit for each guest; maintain effective guest relations.
- Perform special projects delegated by management.
- Stay updated on latest developments pertinent to the department as well as the location.
- Other duties as assigned by supervisor or management.
- Be available to assist members and guests at all times
- Report any cart problems to mechanics in a timely manner
- Practice safety at all times.
- Maintain work area in a safe, clean condition at all times
- Maintain the golf cars in a safe, clean manner at all times

Qualifications

- **EDUCATION and/or EXPERIENCE:** High school education. Golf course related experience or training preferred but not required.
- **PHYSICAL DEMANDS** While performing the duties of this job, the attendant is regularly required to stand, move, and occasionally lift and/or move up to 50 pounds. The physical demands described here are representative of those that must be met by an associate to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Valid CA driver's license. Cannot have more than 1 point on their DMV record upon hiring and cannot exceed 3 points at any point during their employment

El Caballero Country Club is an equal opportunity employer and considers all qualified applicants equally without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran status, or disability status.

Job Type: Part-time

Pay: \$15.00 - \$16.00 per hour

COVID-19 considerations:

Masks must be worn indoors at El Caballero currently.