



**FACILITY:** Ashland Golf Club  
**JOB TITLE:** 1<sup>st</sup> Assistant Superintendent  
**DEPARTMENT:** Golf Course Maintenance  
**REPORTS TO:** Golf Course Superintendent – Jeremy Brady  
General Manager – Devon Kastler

### **JOB SUMMARY**

Under the direction of the Golf Course Superintendent directs and participates in the maintenances of the golf course. Supervises the maintenance and repair of motorized and other mechanical equipment. Assists with all aspects of the irrigation system maintenance and operation.

### **ESSENTIAL JOB FUNCTIONS**

The essential functions include, but are not limited to the following:

1. Supervises and manages the upkeep of the golf course property which includes the course, maintenance equipment, department transportation fleet, recreation facilities, open spaces, wooded areas, and unused acreage.
2. Supervises the crews completing the maintenance and project work for the course. Assists with manual labor associated with the maintenance and project work as necessary.
3. Instructs equipment operators and grounds maintenance personnel on the operation and care of mowing and other equipment.
4. Supervises fertilizer, pesticide, herbicide, and fungicide applications and/or operates and calibrates pesticide application equipment and maintains comprehensive records applications.
5. Supervises and participates in the operation and maintenance of pumps, and in the maintenance of irrigation and drainage systems.
6. Hires and trains department staff on procedures and process; ensures compliance with safety procedures and applicable state, federal and local regulations.
7. Maintain accurate records for pertaining to regular maintenance work and project activities including, but not limited to, labor schedules, equipment use, equipment inventory, and safety activities. Assure the efficient and timely submission of all required reports.
8. Obtains and upholds pesticide and/or fertilizer license.
9. Portrays positive attitude, professional manner and appearance in all situations.
10. Complies with golf course etiquette rules.
11. Must be well mannered, display a smile at all times, greet guests, member and fellow employees when encountered, show appreciation to the guests and the members, and demonstrate a willingness to help guests and members at all times.
12. Possesses and understanding of the importance of safety and sees that safe operation procedures are observed in all daily activities. Administers the Safety Program.



### **KNOWLEDGE, SKILLS AND ABILITIES**

The requirements listed below are representative of the knowledge, skills and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

1. Requires working knowledge of the maintenance of golf course tees, fairways, greens; the seeding and maintenance practices for golf course turf; the planting cultivating, pruning, and caring for plants, shrubs and trees; the characteristics and proper use of various fertilizers and soil conditioners; herbicides and pest control methods and materials; drainage control methods; and irrigation systems, including wells, pumps and automatic controls.
2. Excellent oral and written communication skills
3. Requires knowledge of current federal, state and local laws and regulations affecting the management of golf course operations.
4. Ability to operate and maintain tools and machines associated with the upkeep of the golf course.
5. Ability to analyze and solve problems; efficiently handle multiple duties under pressure with minimal supervision; work flexible hours as required including nights/weekends.

### **EDUCATION AND EXPERIENCE**

1. Two or four-year turf grass management degree or related field preferred.
2. Minimum two years' experience in golf course maintenance crew preferably in a supervisory role.
3. Basic understanding of irrigation system operation/repair
4. Previous fertilizer, pesticide and herbicide application/calibration experience preferred

### **COMPENSATION**

Salary range of \$28,000 - \$34,000 based on experience and qualifications

Insurance available

401K eligibility after 1 year

### **RESUMES**

Please send all resumes to [devon@ashlandgolfclub.com](mailto:devon@ashlandgolfclub.com)

Deadline for resumes is July 15<sup>th</sup>, 2017

Note: The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of personnel so classified. This job description may be changed or updated at any time without notice.