



POSITION DESCRIPTION

Position	PLAYER ASSISTANT (MARSHALL/STARTER)
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Reports To	Head Golf Professional
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Position Purpose	To ensure that all golf needs of guests are met and that their golfing experience exceeds their expectations by providing excellent service and hospitality.
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General Description of Duties and Responsibilities:

This position description includes, but is not limited to, the duties and responsibilities noted below:

- Always maintain control over the golfers while they are on the course for the benefit of all who play.
- Adhere to the rules and regulations that are set for our guests.
- Cater to our guests needs, keep the golf shop informed of pace of play on shotguns and split tee play, respond to radio calls immediately.
- Maintain proper equipment and keep in radio contact with the golf shop.
- Be an ambassador of good will for the facility.

COURSE STARTER DUTIES:

- Ensure that each group has four players if possible.
- Ensure players go to their #1 tee spots, and always park in an orderly fashion while waiting. Send groups to their respective course in the proper order
- Greet each group in a friendly manner. Explain all distance markers and rules such as “cart paths only or 90 degree rule.” Ask each group to please keep up with the group ahead. Keep groups starting on #1 tee in a timely manner. Remind guests to use sand & seed and to repair their ball marks. Answer all questions in a friendly manner. Keep a record of starting times and cart numbers for each group. Responsible for minor maintenance of golf cars and equipment. Drive cars in a safe and prudent manner and park golf cars neatly in space provided

COURSE MARSHALL DUTIES:

- Travel golf course in a counter clockwise manner to locate gaps quickly and solve potentially large gaps before they occur.
- Diplomatically solve guests' problems and issues, calling the golf shop for assistance when necessary.
- Repair golf marks and pick up trash on the course.
- Be observant, report anything unusual to the golf shop including holes in the fence, broken water lines etc

Experience / Education / Certification Requirements:

- High school diploma required at a minimum.
- Valid Driver's License.



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Physical Requirements

- Must be able to lift up to 50 lbs. to shoulder height repetitively.
- Frequent bending, turning, kneeling and stooping.
- Must be able to stand for extended periods.
- Must be able to operate a golf cart and other equipment in a safe manner
- Normal vision and hearing ranges required.
- Must be able to fluently speak and write the English language.

Note

Sandia Golf Club functions 7 days a week. All employees must realize this fact and be aware that at times it may be necessary to move an employee from their accustomed shift as business levels demand. In addition, the employee must understand that business levels determine the amount of hours they work, and that at times may be scheduled to work less than 40 hours a week, and other times may be scheduled to work more than 40 hours a week.

Working Conditions

Indoor and outdoor working environment. This individual may be exposed to the following on a daily basis: Inclement weather, potentially dangerous pesticides, herbicides and fertilizers; misdirected golf balls; sharp and rapid equipment movements, moving mechanical parts. Occasionally exposed to high, precarious places; fumes or airborne particles; toxic or caustic chemicals; and vibration. The noise level in the work environment is usually moderate. Injury may occur as a result of exposure to the above if safety procedures are not properly followed at all times.

Employee Acknowledgement:

I have read, reviewed and understand the entire job description for my position. I have reviewed the principal duties for which I am responsible, as well as the minimum requirements of this position. I understand that violation of any of the stated responsibilities and duties may be grounds for disciplinary action. I understand that this document does not create an employment contract, and that OB Sports LLC employs me on an "at will" basis.

Employee Signature

Date

This position description supersedes any and all prior descriptions issued before the date signed above.