



JOB POSTING – Okanagan Golf Club

Position Title:	Assistant Equipment Technician
Department:	Grounds Maintenance
Course:	Okanagan Golf Club
Reports to:	Equipment Technician & Golf Course Superintendent
Job Type:	10-Month Seasonal
Application Deadline:	February 24, 2012

The Okanagan Golf Club boasts 36 holes of spectacular championship golf. Quail Course, designed by renowned golf architect Les Furber, was built in 1994 & features dramatic elevation changes & breathtaking views. The Bear Course, built in 1998 by Jack Nicklaus Golden Bear Designs, is the jewel of the Okanagan Valley.

JOB DESCRIPTION

Working closely with the Equipment Technician as well as the Golf Course Superintendent and Assistant Superintendent, a qualified applicant will work with the Equipment Technician to ensure the proficient operation of all golf course and clubhouse equipment. Maintain and repair all golf course maintenance equipment. Create and implement an equipment maintenance schedule in coordination with a 15-year replacement schedule. To ensure the company goals of customer service are achieved at all times. Participate in the training and development of employees.

The successful candidate will be able to recognize the importance of contributing to the team environment, and support other members of the team to provide service excellence to club guests and members.

This is a ten month seasonal position and preference will be given to individuals who possess a Turf Technician Diploma, or experience in a comparable position.

JOB REQUIREMENTS

Responsibilities & Expectations

- To ensure the proper care of all equipment within our property boundaries far exceeds all expectations.
- To communicate regularly with the Equipment Technician, Superintendent and Assistant regarding day-to-day expectations and projects.
- To communicate in a timely and effective manner regarding all equipment maintenance schedules within this department.
- To be polite and courteous to all guest and fellow employees.

Duties & Tasks

- Inspects, diagnoses, and repairs mechanical defects/failures on all golf course maintenance equipment.
- Schedule and adjust mowing equipment to maintain high levels of turf quality.

- Instruct and train staff regarding preventative maintenance, proper cleaning and safe operation of equipment.
- Establishes and maintains proper equipment safety procedures.
- Maintains a preventative maintenance program within budget and purchases repair parts and replacement supplies.
- Keeps a complete set of records for equipment and parts inventory purchases, equipment conditions, costs of repairs and preventive maintenance for all equipment.
- Spot-checks equipment on course, makes emergency repairs to equipment on course.
- Exhibits high level of ethical conduct, cooperation, work and communication skills.
- Any other duties as directed by management.

JOB SPECIFICATIONS

Performance Criteria

- Ensure each guest receives consistent services and products.
- Ensure that club standards and approved methods of service, safety, cleanliness and integrity are met.

Work Characteristics

- Will be required to work on a shift basis, including weekends, evenings and holidays when necessary.
- Must be able to work in a fast paced environment and be able to maintain organization and a positive attitude.
- Primarily inside work, however some outside work required

Professional & Technical Knowledge

- Solid understanding of the golf and country club environment
- Background in the Industry of Mechanics
- Education related to the industry
- High degree of administrative and executive ability, especially in terms of problem solving and decision making

Skills & Time Considerations

- Organization
- Communication & Telephone
- Quick evaluation and decision making
- Strong comprehension of English Language (oral and written)
- Understanding and knowledge of the Golf course industry
- Strong public relations and human resources
- Must be able to meet deadlines required.
- Works efficiently in a non-supervised position

APPLICATION PROCESS

Salary & Benefits to commensurate with experience.

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Only selected candidates will be contacted.

Qualified applicants are asked to forward their resume, complete with references, to:

Jeff Bennett, Golf Course Superintendent

Phone: 250-765-5785 | Fax: 250-491-9171 | e-mail: okmaint@uniserve.com