

THE GROVE CLUB
JOB DESCRIPTION

Job Title: Golf Outside Services

Department: Golf Services

General Summary of Duties

This position will be primarily responsible for greeting club members and guests, retrieving golf bags/equipment, and assisting club patrons with any of their golf needs. Prospective candidates must be flexible to work both morning and afternoon shifts during the week and on weekends as needed.

Examples of Duties (including but not limited to the following)

- Provides carts for members and guests in a courteous and friendly manner while keeping all work areas clean, orderly, and safe.
- Assists with carrying member golf bags and cleaning clubs.
- Maintains a clear, pleasant, and professional demeanor while interacting with club members, guests, and staff.
- Range tee duties include restacking range ball pyramids, moving stations, and moving the range each day to provide the best hitting area for members.
- Supports professional staff to ensure that all club rules including dress code and golf course policies are followed.
- Assists the Supervisor with Cart Fleet Maintenance and keep all repairs up to date.
- Collaborates with team members to ensure special events and tournaments are run in an efficient, professional manner.
- Communicates effectively with co-workers and club patrons; exhibits a friendly, service-oriented attitude at all times.
- Occasionally responsible for moderate and heavy lifting of supplies and equipment (maximum 50 lbs.).

Required Qualifications

- High school diploma or equivalent (preferred)
- Valid driver's license (required)
- Golf knowledge and/or experience a plus, but not required

Position Details

- Job Types: Part-time, Full-time
- Shift: Day shift, Monday to Friday, Weekends as needed
- Schedule Specifics: *This is not a seasonal opening. We are looking for both part-time and full-time applicants. Candidates who apply must be available to work during all seasons (Spring, Summer, Fall, and Winter).
- Pay types: Hourly Wages + Tips
- Location: College Grove, TN: Reliably commute or planning to relocate before starting work (Required)
- Application Question(s):
- Are you applying for part-time or full-time work/hours?
- Are you able to work throughout the year (Spring, Summer, Fall, and Winter), as outlined in the job description?
- Work Location: In person

This job description is not intended to cover or contain a comprehensive listing of all activities, duties or responsibilities that may be required.