



## Town of Gypsum Job Description

**Position:** Seasonal Maintenance  
**Department:** Golf Course  
**Salary:** \$11.00 - \$15.00/hr.  
**Benefits:** No  
**Posted:** March 12, 2018

### SUMMARY

Work on a diverse range of activities involved in golf course maintenance and construction. Staff member will learn the proper, safe, and efficient use of a wide variety of equipment. They also work as a member of a team with the common goal of providing the best possible appearance and playing conditions of Gypsum Creek Golf Course

### SUPERVISION RECEIVED

Works under the direct supervision of the golf course superintendent or assistant superintendent.

### SUPERVISORY RESPONSIBILITIES

None.

### WORK ENVIRONMENT

While performing the essential functions of this job, the employee is regularly exposed to outdoor weather conditions, bending, stooping, reaching, standing, walking noise and fumes on an on-going basis. Must be capable of lifting up to 40 lbs.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** Duties may include but are not limited to the following. Other duties may be assigned.

- Operates power equipment in mowing golf course greens, tees, approaches, fairways and rough areas.
- Rakes and maintains sand and grass bunkers. Including edging and adding sand when required.
- Assists in the construction of new greens, tees, fairways, or bunkers by grading, preparing the soil, seeding or sodding turf.
- Operates dump trucks and other light utility vehicles in hauling materials and removing debris.
- Assists in maintaining water features and waterways.
- Operates handheld trimmers and mowers.
- Changes cups and tee markers. Maintains ball washers and trash cans.
- Hand waters areas of greens and tees if needed.
- Removes trash and debris from the golf course and project.

- Assists Irrigation Technician or Assistant Superintendent in repair or installation of the irrigation system.
- Cleans and cares for the equipment used.
- Serves as a public relations representative for Gypsum Creek Golf Course on and off the property.
- Keeps tool and equipment storage area clean and organized.
- Performs a multitude of other duties as assigned by supervisor.
- Works well with and assists co-workers in the performance of their duties.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

- Employees must be willing to learn safe, efficient operation of all types of golf course equipment.
- Ability to follow both written and oral directions.
- Must be able to work every other weekend and be dependable
- Must be punctual and show up every day willing to work
- Must be a team player
- Perform strenuous physical labor under adverse field conditions
- Establish effective working relationships with employees, supervisors, and the public

**EXPERIENCE**

- Some landscape or park maintenance preferred.

**TRAINING**

- Willingness to learn.

**SPECIAL REQUIREMENTS**

- Must have a valid Colorado Driver’s license, or ability to obtain.
- Must wear personal safety equipment such as ear protection, vests, safety goggles, etc.

**TOOLS AND EQUIPMENT USED**

Golf carts, lawn and landscaping equipment, including mowers, edgers, weed trimmers, miscellaneous hand and power tools.

*This description is not intended, and should not be construed, to be an exhaustive list of all responsibilities, skill, efforts, or working conditions associated with this job. It is intended to be an accurate reflection of the principal job elements essential for making compensation decisions.*

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Employee Signature

\_\_\_\_\_  
Date