



Lummi Golf Venture

4342 Loomis Trail Rd., Blaine, WA 98230

Phone: (360) 332-1725

JOB DESCRIPTION

JOB TITLE: Equipment Manager/Mechanic

EMEMPT: No

SALARY: DOE

SHIFT: All

LOCATION: Loomis Trail Golf Course

STATUS: Full Time

JOB CODE:

ORGANIZATION: Lummi Golf Venture

DEPARTMENT: Maintenance

SUPERVISOR: Director of Engineering

VACANCY: 1

JOB SUMMARY:

The Equipment Manager/Mechanic is responsible for the daily maintenance, preventative maintenance, and repair of all gasoline, diesel and electric powered golf and grounds maintenance equipment.

ESSENTIAL JOB FUNCTIONS:

- A portion of time will be spent working on equipment repairs and maintenance.
- Inspects, diagnoses and repairs mechanical defects/failures in various golf course maintenance equipment including, diesel, electric and gasoline-powered automobiles, trucks, trenchers, sweepers, rollers, mowers, and other mechanical equipment used in utility work.
- Instructs and/or trains golf course maintenance workers regarding preventive maintenance, and the proper cleaning of and safe operation of equipment.
- Observes equipment and mowers in the field for proper operation and quality of cut on different areas of the golf course.
- Prioritizes equipment repair and maintenance work.
- Maintains a preventive maintenance program within budget on all equipment, 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 for performance on the course, frequently makes emergency repairs to equipment on the course, and services or supervises servicing of equipment prior to use. • Oversees the shop area maintenance.
- Regulates employees' use of equipment.
- Other duties as assigned by the golf course superintendent.

QUALIFICATIONS:

- Minimum 2 years of golf course maintenance experience or related training, especially equipment operation.
- Working knowledge of the theory, are, and operation of internal combustion engines and mowing equipment.
- Working knowledge of the hazards and safety precautions of the profession.
- Must have a thorough understanding of reel/bedknife grinders.
- Must have great communication skills.

- Formal training a plus, but not required.
- Must possess strong computer skills.
- Must possess a valid driver's license. A CDL is preferred.
- Ability to work in a variety of weather conditions while repairing equipment.
- Must be able to convey information clearly to others.
- Respond to visual and aural cues.
- Must be able to follow verbal and written instructions.
- Ability to diagnose mechanical troubles and determine appropriate maintenance work.

PHYSICAL, MENTAL, AND ENVIRONMENTAL DEMANDS:

- Able to move heavy objects safely.
- Must possess coordination / dexterity to perform all the duties expected of a mechanic.
- Must be able to operate the following kitchen equipment: stoves, grills, fryers and other utensils when preparing food orders.
- Must maintain composure and objectivity under pressure.
- Must be able to work in a fast-paced, multi-task environment and make quick decisions simultaneously as required.
- Must be able to perform all physical requirements of the position.
- Must be able to tolerate a confined work area.

Management reserves the right to revise the position description and to require that other tasks be performed when the circumstances of this position change.

I understand that this is an Indian Preference job subject to Tribal and Lummi Commercial Policies. I understand that this position, as are all positions with the Lummi Commercial Company, LIBC, LNSO and all other Tribal Enterprises, is subject to yearly random drug and alcohol screening/ testing and testing following any on the job injury and/or when a supervisor reasonably believes an employee is unfit for duty. I also understand that if I refuse to test or test positive I will be subject to Section 606 of the LCC Alcohol and Drug Free Workplace policy, including possible termination from employment.

I have discussed the above outlined job duties with my immediate supervisor and understand that these duties will serve as the basis for performance evaluations in the future.

Employee Name:	Employee Signature:	Date
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Supervisor Name:	Supervisor Signature:	Date
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