



Lummi Golf Venture

4342 Loomis Trail Rd., Blaine, WA 98230

Phone: (360) 332-1725

JOB DESCRIPTION

JOB TITLE: Greens-keeper

EMEMPT: No

SALARY: DOE

SHIFT: All

LOCATION: Maintenance

STATUS: Seasonal / Full Time

JOB CODE:

ORGANIZATION: Lummi Golf Venture

DEPARTMENT: Maintenance

SUPERVISOR: Director of Engineering

VACANCY: Multiple

JOB SUMMARY:

- Assists with the maintenance and operation of a medium sized fleet of greens mowers, fairway mowers, trim mowers, rough mowers, utility vehicles, spray tanks, sand trap rakes, seeders, aerators, etc.
- Performs a diverse range of activities involved in golf course maintenance and construction.
- Provides excellent service to all patrons of Loomis Trail Golf Course. This includes: property owners, guests, and members of the general public.

ESSENTIAL JOB FUNCTIONS:

- Familiar with the safe operation of all golf-course powered equipment.
- Performs a diverse range of duties including but not limited to mowing, watering, weeding and maintaining the golf course.
- Understanding of the daily practices and cultural procedures to include: course set up and daily maintenance requirements.
- Operation of the irrigation controller system and sprinkle head maintenance.
- Operates all powered equipment at direction of supervisor.
- Grades and prepares soil areas for new construction to include: landscaping beds, tee construction, bunker renovation, and other projects.
- Ability to understand the game of golf and its etiquette.
- Must be willing and able to work non-traditional schedules, including nights, weekends, and holidays.
- Overtime may be requested.
- Full understanding of and adherence to applicable policies, procedures, and state/federal regulations.
- Other duties as assigned.

QUALIFICATIONS:

- Must be at least 18 years of age.
- High school diploma or GED preferred.
- Previous experience landscaping or grounds-keeping preferred.
- Must have strong verbal and interpersonal skills.
- Must have excellent time management, listening, phone, and communication skills.
- Must be flexible in schedule/hours, including early morning work hours.
- Must have the ability and skills for planning, communication and conflict resolution.
- Must have strong customer service orientation and skills.
- Displays positive acceptance of demanding scheduling needs.
- Works cooperatively and fosters teamwork by helping co-workers with essential functions.

- Must be willing and able to adhere to Appearance Standards of the Lummi Golf Venture.
- Must attend and pass Haz-Mat training within 30 days of employment.
- Must be willing to sign confidentiality/non-disclosure agreements.
- Must have reliable transportation to work.
- Must be able to successfully pass pre-employment background check.

PHYSICAL, MENTAL, AND ENVIRONMENTAL DEMANDS:

- Respond to visual and aural cues.
- Must be able to convey information clearly to others.
- Must be able to follow written and verbal instructions.
- Must be able to exert up to 50 pounds of force occasionally, and/or 20 pounds of force frequently or constantly to lift, carry, push, pull, or otherwise move objects.
- Must be able to work in a fast-paced, multi-task environment and make quick decisions simultaneously as required.
- Must have manual dexterity to operate all landscaping equipment and tools, including but not limited to shovels, rakes, spades, hedge trimmers, etc.
- Must be able to perform all physical requirements of the position.
- Must be able to tolerate a variety of weather conditions with exposure to the elements.
- Must be able to tolerate areas containing secondary smoke, high temperatures, bright lights, and noise.
- Must be able to spend extended periods of time walking, standing, bending or sitting.
- 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:
Supervisor Name:	Supervisor Signature:	Date: