



JOB POSTING

JOB TITLE: Outside Services Attendant
LOCATION: Santa Ana Golf Club Outside Services
STATUS: Seasonal (1) & Occasional (1)
FLSA: Non-Exempt
APPLICATION: Apply in person, via fax or U.S. mail (resumes alone not accepted)
DEPARTMENT: Outside Services/Pro Shop
REPORTS TO: Outside Services Supervisor
SCHEDULE/SHIFT: Various shifts and days off

MINIMUM QUALIFICATIONS:

Minimum 16 years of age. Must possess valid driver's license and maintain validity throughout employment with Santa Ana Golf Club, Inc. Previous experience in golf course operations preferred, but not required.

ESSENTIAL DUTIES:

Under the direct supervision of the Outside Services Supervisor, provides all aspects of customer service to guests, and maintains communication with a variety of employees of Santa Ana Golf Course and Santa Ana Pueblo to ensure proper operations and procedures are performed on golf carts, practice ranges, guest services and the bag drop area. Ability to move, lift, carry, push, pull and place objects up to 50 pounds without assistance, and occasionally more than 50 pounds with assistance; stand, sit, or walk for extended periods of time or for an entire work shift; reach overhead and below the knees.

POSTING DATE: August 1, 2017

CLOSING DATE: Until Position Filled

EMPLOYMENT DATE: To be announced upon final offer of employment

ADDITIONAL REQUIREMENTS:

Final offers of employment are contingent upon successful results of a drug screen and, if appropriate, verification of driving record and other employment related documents.

Santa Ana Golf Club, Inc.
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<http://mynewmexicogolf.com>

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