



JOB POSTING

JOB TITLE: TW Outside Services Supervisor
LOCATION: Twin Warriors Golf Course
STATUS: Regular Full-Time Position
FLSA: Non-exempt
APPLICATION: Apply in person, via fax or U.S. mail (resumes alone not accepted)
DEPARTMENT: Outside Services/Pro Shop
REPORTS TO: Head Golf Professional and/or Tournament Director/1st Asst.
SCHEDULE/SHIFT: Various shifts and days off

MINIMUM QUALIFICATIONS:

Minimum 18 years of age. High school graduate or GED certified. Must possess valid State driver's license and maintain validity throughout employment with Santa Ana Golf Club, Inc. Previous experience in Outside Services at a high end golf facility or resort preferred. Mechanical aptitude to diagnose, troubleshoot and some repair. Consistent track record of strong leadership skills, strong interpersonal communication skills, Two years supervisory/manager experience, familiarity with MS Office applications, experience working with managing departmental expenses, golfing aptitude, and familiarity with fleet management preferred. Must be a multi-tasker.

ESSENTIAL DUTIES:

Under the direct supervision of the Head Golf Professional and/or the Tournament Director/1st Asst. the OSS Supervisor provides all aspects of customer service to guests, and maintains communication with a variety of employees of Twin Warriors 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: June 1, 2017

CLOSING DATE: Open Until 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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