

JOB DESCRIPTION

Candidates hired may be eligible for up to a \$400 hiring bonus

POSITION: Greens Assistant

POSTING DATE: 06.24.2021

WAGE: \$15.00 per hour

CLOSING DATE: Until Filled

Location: Pine Hills Golf & Supper Club

Reports directly to: Pine Hills Superintendent

Every employee of Pine Hills Golf & Supper Club is expected to greet and service our customers in a friendly, respectful manner and create a warm, fun atmosphere so that our customers feel welcome and enjoy visiting our establishment. Pine Hills Golf & Supper Club strives to provide a positive team environment where everyone contributes.

GENERAL RESPONSIBILITIES:

The Greens Assistant will be assigned a variety of duties as they relate to the general upkeep of the golf course fairways and greens. This will be a full-time 40 hour per week position during the golfing season and will require weekend and holiday work as well.

QUALIFICATIONS:

1. Pine Hills Golf & Supper Club is looking for individuals who are courteous, energetic, reliable, and willing to perform all duties in a professional manner.
2. Must submit to court records search/background review.
3. Must submit and pass a pre-employment drug screening and health screening.
4. Prior experience in golf course care and landscaping is preferred.
5. Must be able to work flexible hours including weekends, nights and holidays.
6. Must be able to work under a wide variety of circumstances.
7. Must be physically able to perform all tasks of the position.
8. Must possess good communication skills and ability to speak effectively and interact well with the customers and employees.
9. Must have demonstrated ability to maintain satisfactory working record in any prior or current employment.
10. Must adhere to the Tribe's Drug and Alcohol-Free Workplace Policy during the course of employment.
11. Must be eligible for coverage under the employer's liability insurance.

EDUCATIONAL REQUIREMENTS:

1. High School Diploma or GED is preferred. **High School Diploma or GED is required if you are 19 years old and under.**

DUTIES:

1. Responsible for regular scheduled maintenance of golf course fairways and greens.
2. Responsible for the assistance for mowing, raking and fertilizing the fairways and greens.
3. Must adhere to all established rules, regulations, procedures, and policies of Pine Hills Golf & Supper Club and the Stockbridge-Munsee Community.
4. Responsible for the assistance in repair of course machines.
5. Responsible for the assistance of watering the fairways and greens.
6. Maintain a safe and clean environment for guests and fellow associates.
7. Keep work area neat, clean, and stocked of needed supplies.
8. Must participate in employee random drug testing program.
9. Must be able to work with a variety of people with diverse personalities.
10. Must attend all meetings and training, as assigned.
11. Must wear the approved departmental uniform.
12. Must be reliable and prompt when reporting to work.
13. Must maintain compliance with all workplace policies, procedures, ordinances, laws and other communicated expectations, including but not limited to: Employment Manual, Department Procedures, memos and other communication from supervisory personnel.
14. Report any guest complaints or concerns to immediate supervisor for resolution.
15. Be knowledgeable of the facility, as location of restrooms and telephones, hours of operations, etc. and be able to efficiently handle guest inquiries.
16. Understand the goals and vision of the organization and demonstrate commitment to those goals in terms of individual and team performance.
17. Perform as a team member and assist fellow associates to ensure a smooth operation.
18. Prioritize and handle multiple tasks simultaneously.
19. Complete other duties as assigned by immediate supervisor.
20. The above duties and responsibilities are not an all-inclusive list, but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or deemed necessary by the supervisor.

PHYSICAL REQUIREMENTS:

1. Frequently walk, sit, stand, use hands to handle or feel, reach with hands and arms and talk and hear.
2. Must have the manual dexterity to handle all job-related tools.
3. Must be able to lift and/or move up to sixty (60) pounds on a regular basis.
4. Must be able to work in uncomfortably hot or cold environment.
5. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, color vision and depth perception and the ability to adjust and focus; with the aid of prescription glasses/contacts, if needed.

SUBMIT APPLICATION TO:

Human Resource Department
North Star Mohican Casino Resort
W12180 County Road A
Bowler, WI 54416 or Email completed application to: jobs@northstarcasinoresort.com
Or Fax completed application to (715)253-2432

THE STOCKBRIDGE-MUNSEE COMMUNITY OPERATES AS AN EQUAL-OPPORTUNITY EMPLOYER; EXCEPT INDIAN PREFERENCE IS GIVEN IN ACCORDANCE WITH THE TRIBAL EMPLOYMENT PREFERENCE ORDINANCE.

WE ARE A DRUG-FREE EMPLOYER. CANDIDATES MUST PASS A DRUG SCREEN AND REMAIN DRUG FREE

Although an interview may be granted, this does not determine that the candidate fully meets the qualifications until it is determined by the interview team.

