



## 2<sup>nd</sup> Assistant Superintendent

**Reports to:** Golf Course Superintendent, and the 1<sup>st</sup> Assistant Superintendent

**Supervises:** Groundskeepers, Landscape Tech, Crew Foreman

**Classification:** Full Time

**Pay Range:** \$ 35,000 - \$40,000

### Education and/or Experience

- Three years of experience in the maintenance, operation or management of a golf course and related facilities and equipment, including one year of supervisory experience.
- Undergraduate college study in turf agronomy or golf course maintenance desirable.

### Job Knowledge, Core Competencies and Expectations

- Knowledge of tools, methods and materials used in grounds and golf course construction, landscaped area maintenance work and building maintenance and improvement.
- Operate trucks and light motorized equipment.
- Knowledge of agronomy, turf grass science and the rules of golf.
- Working knowledge of basic electricity and hydraulics related to an irrigation system, including automatic valves and controllers and various types of pumps and pumping systems.
- Knowledge of and ability to perform required role in emergency situations.

### Job Summary (Essential Functions)

Responsible for the operation and maintenance of pump station, all irrigation and drainage systems on the club's golf course and grounds. Supervise daily course maintenance and inspect course conditions. Responsible for all chemical applications and record keeping.

### Job Tasks/Duties

- Oversees and performs ongoing course maintenance activities including project and irrigation management.
- Completes minor repair to the irrigation and drainage systems.
- Make Chemical applications to greens, tees, fairways, and rough.
- Operates and maintains equipment.
- Maintains equipment inventory.
- Trains personnel in ongoing course maintenance activities.
- Maintains parts and supplies inventory.
- Assists in the development of equipment purchase specifications.
- Participates in safety orientation and ongoing safety training for all department staff.
- Supervises Maintenance Shop and runs operations in the absence of the Golf Course Superintendent and 1<sup>st</sup> Assistant Superintendent.
- Performs other appropriate tasks assigned by the Golf Course Superintendent and the 1<sup>st</sup> Assistant Superintendent.

**Licenses and Special Requirements**

- Pesticide Applicator’s certificate.
- Valid driver’s license.

**Physical Demands and Work Environment**

- Regularly exposed to moving mechanical parts and outside weather conditions.
- Frequently exposed to fumes or airborne particles and toxic or caustic chemicals.
- Occasionally exposed to wet and/or humid conditions; high, precarious places; extreme cold; extreme heat; risk of electrical shock; and vibration. The noise level in the work environment is usually moderate to loud.
- Able to meet and perform the physical requirements and to work effectively in an environment which is typical of this position.  
Frequent lifting, bending, climbing, stooping and pulling.
- May need to use some protective equipment, such as a respirator, gloves earplugs, eye guards/visors, boots and hat.

I have read this job description and understand the requirements of the position.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

Original: HR  
Copies: Employee  
Employee’s Supervisor