



Job Posting

Outside Operations Manager

DESCRIPTION

The Outside operations manager at Montcalm acts as a member of the professional staff and the leader of the Outside Golf Operations team in the management of the day to day outside golf operations of the facility. The golf operations manager will work closely with the golf director to ensure a level of customer service and satisfaction for members and guests.

ESSENTIAL CHARACTERISTICS

- A very outgoing, accommodating person with face-recognition skills
- A commitment to meeting and exceeding the expectations of the position
- Ability to interpret and enforce club rules in a confident and cordial manner
- The ability to provide good service to all members and guests
- Maintain a team atmosphere
- Relay this same team concept to all employees in the outside operations department

EXPERIENCE REQUIRED

- A good understanding of golf operations
- Proven communication skills
- Golf fleet management ie: cleanliness, weekly maintenance procedures
- Scheduling competency

GOLF OPERATIONS

- Scheduling
- Oversee range employees in conjunction with the golf director [daily range ball supply]
- Present whenever possible for tournament set up
- Coordinates with the golf director and tournament coordinator
- Maintains a minimum of 25 hours per week
- Trains and supervises new and pre-existing employees with the golf director's aid
- Ensures opening and closing procedures are adhered to
- Maintains cleanliness standards of the golf fleet, sleet weekly fueling
- Ensures fuel supply bi-weekly
- Organizes carts for events

BENEFITS

- Full golf privileges daily
- Lunch daily with shift
- Uniforms
- Guests with golf director's knowledge
- Equipment at discount

JOB STATUS Part-time **DEPARTMENT** MGC Maintenance

FSLA STATUS Non-Exempt **SALARY** Pending upon experience

HOURS Must be able to work evenings, weekends, and holidays. Hours will vary based on the facility requirements. Must be able to work from the middle of April thru the beginning of November.

HOW TO APPLY If interested, please send resumes to pincus777@aol.com

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A Private Place Of Calm and Pure Golf
2 Smith Pond Rd. Enfield, NH 03748 | PO Box 486 Lebanon, NH 03766
603-448-5665 | www.montcalmgolfclub.com