

JOB TITLE: Golf Course Grounds Superintendent (Salaried - Exempt)

POSITION REPORTS TO: Park/Recreation/Cemetery Director

JOB SUMMARY: Under the direction of the Park/Recreation/Cemetery/Golf Director, plans, coordinates, directs, supervises and participates in the maintenance, repair and construction of the municipal golf course.

ESSENTIAL DUTIES AND RESPONSIBILITIES: (with or without reasonable accommodation)

Supervises and participates in the daily maintenance activities of the golf course. Plans and schedules projects to minimize impact on the golfing public. Responsible for the supervision of subordinate personnel and proper organization of daily activities including: prioritizing work assignments, assigning daily tasks and coordinating crews and equipment. Conducts daily inspection of the turf and soil conditions; schedules frequency of irrigation and determines amount and timing of fertilizer and chemical applications. Supervises and participates in the maintenance and operation of the golf course irrigation system. Plans and implements tree plantings, cart path construction, and course preparation for golf tournaments and special events. Works closely with the Golf Clubhouse Manager on special events and feedback from golf players. Performs personnel evaluations and assists in employee recruitment, training and discipline. Responsible for requisitioning necessary materials, equipment and supplies, as well as, maintaining an inventory of such. Supervises and participates in the maintenance and preventative maintenance of all golf course equipment. Plants, mows, trims, waters, fertilizes and sprays turf grass as directed. Plants, trims, waters, cuts, fertilizes and sprays trees and other ornamental plants as directed. Assists in annual budget preparation and monitors project expenses to ensure budget compliance. Ensures proper and safe use of chemicals and pesticides. Addresses citizen questions and inquiries. Takes corrective action to improve services to the public. Prepares reports and maintains records. Conducts basic facility maintenance and janitorial work. During non-peak times may assist in other areas of the Public Works Department as directed. Attends meetings and seminars as required. Performs other duties as directed or as the situation dictates.

ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS: Work is generally performed outdoors year round in varying weather and environmental conditions. Work sites may be dusty, noisy and on occasion, hazardous. Job duties require a considerable amount of physical activity, including walking standing, kneeling, bending, crouching, reaching, climbing, digging and scooping with a shovel, raking, and shoveling snow. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to focus. Must be able to hear and understand voices at normal conversational levels. Incumbents must have the ability to transport themselves to and from work sites and lift 20 pounds frequently and repeatedly and lift up to 75 pounds occasionally and as needed. Incumbents must also possess the coordination and manual dexterity necessary to physically access and maneuver on rough and irregular terrain. Must have sufficient stamina to engage in such activities for prolonged periods of time. Incumbent must also be able to work from a ladder at heights greater than four (4) feet and ability to work from a lift in excess of 20 feet.

TRAINING AND EXPERIENCE:

Graduation from an accredited high school or GED equivalent required; Associate or Bachelor's degree in horticultural science or related field preferred. Three (3) to five (5) years experience of a progressively responsible nature in greenskeeping, landscaping or general grounds maintenance. Golf course superintendent certification preferred. Must possess