

Position Title: Assistant Superintendent

Department: Golf

Employment Status: Full-time

FLSA Status: Non-Exempt



Beavercreek

GENERAL NATURE OF WORK: Directs and participates in the maintenance and repair of the golf course. Supervises the operation, maintenance and repair of the motorized equipment. Duties are performed under the general direction of the Golf Course Superintendent.

EQUIPMENT & JOB LOCATION: This position requires general knowledge of turfgrass maintenance, pesticide applications, and mowing equipment. The primary work site is at the Beavercreek Golf Club.

ESSENTIAL FUNCTIONS – EXAMPLES OF DUTIES:

Any one position may not include all of the duties listed nor do the listed examples include all duties which may be found in all positions in this class.

- Assists in establishing goals for club in conjunction with the Golf Course Superintendent and assists with the development of yearly maintenance budget.
- Assists in planning, scheduling and supervision of the construction and maintenance of greens, tees, fairways, roughs, bunkers and associated support facilities.
- Instructs equipment operators in the safe, efficient operation and care of mowing and other equipment used at the golf course.
- Supervises repair and maintenance of all mechanical and motorized equipment used on the golf course.
- Supervises and participates in the operation and maintenance of the pumps, irrigation and drainage equipment.
- Has solid and thorough understanding of the game of golf.
- Performs other duties as assigned by the Golf Course Superintendent, including acting on his behalf when absent.
- Supervises, trains and schedules seasonal ground crews.
- Demonstrates regular and predictable attendance.

ADDITIONAL EXAMPLES OF WORK PERFORMED:

- Reviews policies and procedures with staff personnel.
- Performs other duties as assigned.

DESIRABLE KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of watering practices and irrigation systems.
- Strong working knowledge of turfgrass maintenance, pesticide applications and maintenance practices.
- Ability to properly use fertilizers, soil conditioners and pest control applications.
- Working knowledge of maintenance practices employed for greens, tees, fairways, roughs and bunkers.
- Ability to exercise independent judgment and discretion in managing daily maintenance of the golf facility.

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- Ability to maintain an effective and courteous working relationship with the general public, customers and staff.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to understand and follow oral and/or written instructions.
- Ability to work effectively under the general direction of the Golf Course Superintendent.
- Maintain a professional attitude and appearance.
- Excellent written and verbal communication skills.


DESIRABLE TRAINING AND EXPERIENCE:

- Graduation from an accredited college or university with a baccalaureate degree in Agronomy, Horticulture and/or Plant or Soil Sciences or other related field; supplemented by one to three years of progressively responsible experience in golf course maintenance and supervisory experience, or any combination of training and experience which provides the necessary knowledge, skills, and abilities.

NECESSARY SPECIAL REQUIREMENTS:

- Ability to work other than normal working hours, and to work various shifts as necessary.
- Ability to be bonded.
- Possession of, or ability to obtain after employment, CPR/First Aid Certification.
- Must maintain a valid Ohio Driver's License.
- Possession of, or ability to obtain promptly, the Ohio Department of Agriculture Commercial Application License.

Job Description Approved by:


City Manager

1/11/2022
Date

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My (employee) signature below signifies that I have reviewed and understand the contents of my position description.

Employee Signature

Date