

GOLF RANGER - PART-TIME - NON-BENEFITED

JOB DESCRIPTION

Classification Responsibilities: A Golf Ranger is a part-time classification responsible for maintaining order, enforcing, and interpreting golf rules and regulations. Duties involve patrolling a municipal golf course for the purpose of preventing and correcting disturbances in the orderly play of the game, observing the hazards and features of the course that retard play, and reporting such matters to a supervisor. Provides great customer service when checking green fee tickets, resolving play disputes, enforcing regulations, and scheduling flow of golfers. This class performs related duties as required.

Distinguishing Features: Employees work with considerable independence and receive only general supervision. Duties require working nonstandard hours (early morning and/or early evening) and on weekends (Saturdays or Sundays). This classification has been designated as a non-classified, non-merit system, at-will position. This class is FLSA nonexempt.

QUALIFICATIONS

Employee Values: All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

Minimum Qualifications Required. Any combination of training, education, or experience equivalent to good (1 - 3 years) experience involving face-to-face public contact.

Special Requirement. Ability to fill and transport large ice water coolers (weighing up to 20+ pounds).

Substance Abuse Testing. None.

Preferred/Desirable Qualifications. Graduation from high school or GED is preferred. The ideal candidate will know golf rules, golfing etiquette, and golf course conditions that are conducive to satisfactory golf, and will be able to communicate well with patrons and coworkers. Experience as a golfer or caddy is highly desirable.

ESSENTIAL FUNCTIONS

Communication: Responds effectively to patrons' requests for information and maintains a positive demeanor at all times. Mitigates disputes. Explains rules and regulations. Calls supervisor's attention to physical features that delay the game. Informs the golf shop of conditions that affect play and course status (example: rain, lightning, standing water, etc.). Maintains accurate records and prepares routine reports.

Manual/Physical: Empties trash at teeing area, cleans and fills ball washers, and replaces towels. Patrols the golf course to keep order, and keep nonplayers and children away from the area of play. Keeps the golf course free of animals. Picks up debris left by golfers or caused by inclement weather. Fills large water coolers with water and ice (weighing up to 20+ pounds). Performs various routine

maintenance duties (examples: painting stakes used for anchoring traffic control ropes, and anchoring stakes). Meets scheduling and attendance requirements.

Mental: Interprets golf and course rules and regulations. Prioritizes responses to external demands.

Knowledge and Abilities:

Knowledge of:

golf play, rules, and golfing etiquette; and
golf course conditions which are conducive to satisfactory golf play and nonhazardous to players.

Ability to:

check to ensure players have green fee tickets, and have paid the designated fees;
check and investigate causes of delay in play on the golf course;
handle problems that occur between individuals or groups of individuals;
enforce golf and course rules and regulations;
enforce regulations regarding dress and equipment of players; and
maintain coordinated and orderly scheduling of the flow of golfers onto and around the golf course.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

Revised 1/19

PK/aa/js

CS2603.DOCX

EEO-S/M

JOB FCTN-PAR

INCREMENTS 108-200

PAY GRADE: 29

IND-9060

SWORN-No