



JOB TITLE: Driving Range Attendant
DEPARTMENT: Maintenance
REPORT TO: Superintendent
DATE REVISED: March 1, 2023
CLASSIFICATION: Non-Exempt; seasonal Full-time or part-time

JOB STATEMENT/PURPOSE:

The Driving Range Attendant worker provides manual and skilled labor to maintain the driving range, turf and facilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Cleaning and maintaining driving range area by picking-up golf balls using range picker, picking-up baskets and cleaning and sorting range balls.
- Interacts with customers while picking up baskets, ensuring customers feel welcome. Also, resolves any customer issues while on the range, such as ball dispenser challenges.
- Works with golf instructors, ensuring they have an adequate supply of golf balls and assisting them in setting up for clinics and lessons.
- Cares for the driving range tee area by assisting the maintenance department lay sand and seed.
- Performs custodial work such as removing trash and leaves from the driving range area.
- Ensure ball machine shacks are functioning, clean and organized.
- Locate and collect range balls that are hit off of the main area into the woods.

JOB SPECIFICATIONS:

- A minimum of one year experience is preferred.
- Ability to work under varied climatic conditions.
- Ability to provide courteous service to the general public.
- Ability to lift and carry large baskets of golf balls.
- Ability to work well with others.
- Valid Alaska driver's license.