



Assistant Golf Professional

Description: The Assistant Golf Professional will assume a leadership role within the Golf Operations Department, be registered with the PGA, and show interest in progressing towards PGA/LPGA education and/or be in the process of working toward PGA/LPGA Membership.

Golf instruction will be an integral part of the position as will golf promotion and merchandise sales.

The Assistant Golf Professional will ensure play begins at designated times by: greeting customers at check-in, assisting with general information, communicating with the course marshal and staff.

The Assistant Golf Professional job duties also include: maintain an accurate accounting by opening/closing register with predetermined bank, collecting appropriate green and cart fees, registering fees in correct manner, maintaining paper work, and assisting in administration of merchandising in the Pro Shop.

Requirements: High school diploma or general education degree (GED); or one to three years related experience and/or training; or equivalent combination of education and experience. Enrolled in PGA program and have passed Players Ability Test preferred.

Special Instructions: To apply to this position you can submit your cover letter and resume to: jobs@poppyridgegolf.com, or submit your coverletter and resume obtain an application in person at Poppy Ridge Golf Course located at 4280 Greenville Road, Livermore. To find out more about this position and Poppy Ridge Golf Course, please visit our website at www.poppyridgegolf.com.