



Golf Cart/Range Attendant

Description: Attend to the golf cart needs of golfing guests. Responsibilities may include but are not limited to the following.

- * Providing cart service for guests, including loading customers equipment onto carts when required and preparing golf cart release forms. Instructing guests on the operation of carts and terms of use.
- * Maintaining cart/loading area by attending to litter/garbage, maintaining an organized and clean check-in counter.
- * Golf cart maintenance, including washing and detailing, removing litter/garbage from the carts, identifying and marking faulty carts for repair by mechanic.
- * Maintaining the range for public use by retrieving range balls, checking for balls embedded in the turf, checking rough areas for errant balls, aligning movable markers/ropes, aligning golf bag holders, replacing divots and collecting range baskets.
- * Refilling the range machine and patrolling the driving range.
- * Must support safe work habits and working environment at all times.
- * Additional duties as assigned.

Requirements: High school diploma or general education degree (GED); or one to three years relevant experience and/or training; or equivalent combination of education and experience.

Special Instructions: Interested parties apply in person or fill out an application form from www.poppyridgegolf.com and fax to 925-455-2020 or email to address provided.