

City of Prineville
Meadow Lakes Golf Course

Groundskeeper

Position Summary:

Groundskeepers perform routine manual labor involved in golf course maintenance; do semi-skilled grounds construction and maintenance work; operate small hand-powered equipment; and occasionally perform work involving large equipment such as tractors, loaders and gang mowers.

Position Status: _____ exempt non-exempt

Reports to:

Golf Course Superintendent.

Essential Functions:

- Operates mowers and string trimmers in trimming greens, aprons, tees, around trees, fence lines, banks and hillsides; edges cart paths; edges, rakes and maintains sand bunkers.
- Sets tee markers and cups on greens daily; maintains ball washers; replaces tee towels and flags when needed; removes debris; sands and seeds tee and drop area divots; and cleans flowerbeds.
- Maintains fuel and fluid levels for all types of equipment on a daily basis; reports equipment problems or failure to the Equipment Manager immediately.
- Returns all equipment to the designated location at the maintenance facility; and cleans the maintenance areas.
- Under the direction of the superintendent, the groundskeeper marks the course for cart control weekly; moves cart control barriers and replaces worn or lost ropes and signs; and may mark hazard and drop areas.
- Helps in project work; assists in the construction of new greens, tees and fairways; grades and prepares soil base; lays sod; and seeds tees, greens and fairways.
- Installs forms and lays walks and paths using gravel and asphalt mixes; excavates and backfills ditches and trenches with hand tools; repairs and replaces pipe on irrigation systems.
- May be asked to operate mowers, dump trucks or other light equipment.
- Follow proper safety protocol when using equipment.
- Performs other duties as directed by his/her supervisor.

Qualification Requirements

Knowledge, Skills & Abilities

- Knowledge of methods and materials used in grounds and landscape area construction/maintenance work.
- Proficient skill with operation of hand and power tools and equipment.
- Ability to operate trucks and light motorized equipment.
- Good communication skills; able to understand and comply with oral and written directions.
- Physical strength, stamina and agility to perform duties

Special requirements/licenses:

Possession of a valid Oregon driver's license with an acceptable driving record.

Education/Experience required:

High School graduate or GED recipient. Prior experience on a golf course is an added value.

Supervisory Responsibilities: None

Working conditions:

While performing the duties of this position, the employee is regularly required to talk, hear, stand, walk and sit. The employee is frequently required to use their hands. You may be required to lift and/or move up to 50 pounds. 20/20 vision is also required.

The work environment is outdoors, most of the time. Weather may be cool and seasonable hot, but during severe weather extremes the employee would not be required to be on the course. Noise levels may be high, hearing protection devices are provided and employees are expected to wear them when appropriate.