



## Position Description

### Assistant Greenskeeper – Berry Hill Golf Course

Position: Assistant Greenskeeper – Berry Hill Golf Course  
Reports to: Head Greenskeeper  
Salary: \$20.26 - \$27.59 per hour  
Dates of employment: Full Time

#### Job Purpose

This position will provide daily supervision and oversight for Berry Hill Golf Course operations as well as serve as back-up to the Head Greenskeeper. Additional duties will include but are not limited to:

#### Responsibilities:

- Supervises the maintenance of golf course, clubhouse, pavilion, restrooms and maintenance building, including inspection, maintenance, and improvement projects.
- Supervises work crews performing golf course maintenance activities; plans and schedules staff, equipment, and materials required to complete work projects; monitors work sites to assure that safety rules and regulations are followed, and that the work zones and all equipment are in safe operating condition.
- Supervises assigned staff; prioritizes and assigns tasks and projects; trains staff, develops skills and conducts performance evaluations; works with employees to correct performance deficiencies.
- Performs a variety of administrative activities including employee scheduling, payroll reporting, and work activity reports; maintains inventories and assures that adequate materials, supplies, and tools are available.
- Performs duties of maintenance worker and equipment operator as needed to meet workload demands.
- Coordinating work to be accomplished with Head Greenskeeper, Golf Pro, and other City staff to ensure smooth and timely results.
- Maintains grassy areas; cut grass, weed eat, seeds and fertilizes soil. Repairs irrigation systems and equipment.
- Maintain and calibrate pesticide application equipment to then perform the duties of applying pesticide chemicals on a required schedule.

#### Requirements:

- 2 or 4-year degree in Turf Management or related field (preferred).
- 2 years or more of progressive experience in golf course maintenance.
- Possess or obtain a Missouri Pesticide License
- Have experience in irrigation troubleshooting, repair and scheduling.
- Mental – Establishes and maintains effective working relationships with others. Able to follow oral and written instructions. Can effectively organize and prioritize work. Able to work independently. Able to learn the methods and practices used in golf course maintenance. Communicates with the public.
- Physical – Has strength and dexterity to operate various lawn mowers, hand tools, and power tools. Able to lift and carry up to 100 pounds for short distances. Must be capable of performing strenuous work under inclement weather conditions. Must be capable of operating and/or carrying some equipment for long periods of time. Able to work from heights. Able to walk up to five miles per day. Able to stoop, bend, climb, and crawl as needed to adequately maintain areas of the golf course.
- Works mostly in all weather conditions...hot, cold, rain, snow.
- Be available to work some evenings and weekends during the growing season. Comp time is available and can be used in the off season.

Note: This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. The incumbent is expected to perform other duties necessary for the effective operation of the department.

You may apply online at <https://bridgetonmo.com/Jobs> or resumes and applications may also be mailed or dropped off at the Bridgeton Recreation Center, 4201 Fee Fee Rd., Bridgeton, MO 63044.