

Fallon County Job Description

Fallon County is committed to affirmative recruitment and diversity in employment opportunity. It is the policy of Fallon County to provide equal opportunity to all persons seeking or having access to its employment, services and activities, which is free from restriction based on race, color, religion, national origin, age, gender, marital status, veteran status, sexual orientation or disability. Applicants with disabilities who need accommodation with the application or selection process should contact Fallon County Human Resources.

Job Title: Seasonal Grounds Crew Hand

Department: Golf Course

Location: Baker, Montana

Job Status: Full-time, Non-Exempt

Reports to: Golf Course Superintendent

Job Overview:

This position performs a variety of grounds maintenance tasks at the Lakeview Country Club including but not limited to mowing of golf course grounds and property. Assists in the installation and repair of irrigation lines and chemical applications in the maintenance of the grounds. Performs general maintenance and repair on mowers and similar equipment. Engages in extensive outside manual labor in a variety of weather conditions.

This position requires a motor vehicle driving history review.

Essential Functions:

Grounds Maintenance – Mows and maintains fairways, greens, tees, roughs, driving range and ditches using variety of mowers and weed eaters. Assists in installation of new irrigation lines and repair of existing lines by digging manually with shovels; repairs irrigation heads. Assists in chemical applications of fertilizer, fungicides and herbicides. Requires extensive walking, lifting, pushing and bending.

Equipment Maintenance - Performs regular maintenance on mowers, weed eaters, golf carts and related equipment, including checking and/or changing oil, tire pressure, lubrication needs. Cleans equipment including washing vehicles. Cleans and organizes the shop.

Competencies:

Adaptability, Attention to Detail, Customer Service, Flexibility, Golf Mechanics, Initiative, Mechanical, Oral & Written Expression:

This position requires knowledge of routine manual labor including use of shovels, lawn mowers, weed eaters, and other tools as provided to complete a sundry of grounds maintenance at the golf course. Knowledge of basic tools including purpose, repair and maintenance. Will work independently and in teams. Possess excellent customer service and interpersonal skills to resolve questions and concerns using good judgment and discretion. Effectively interact with variety of personalities and demands of the public. Resolve questions or concerns with courtesy and respect. Understand the mechanics of golf. Willingness to work beyond routine and scheduled hours. Listen to and understand information and ideas presented through spoken words and sentences. Communicate information and ideas in speaking so others will understand.

Minimum Qualifications:

Must be a minimum of sixteen (16) years of age to operate power tools. A valid Montana driver license is required.

Salary Schedule:

The starting wage for this position is \$10.50 per hour. Experienced and returning seasonal fair crew hands will be paid on the following schedule:

2nd Year: \$11.00 per hour

3rd Year: \$11.50 per hour

4th Year: \$12.00 per hour

5th Year: \$12.50 per hour

6th Year: \$13.00 per hour

7th Year: \$13.50 per hour

8th Year: \$14.00 per hour

Hours of Work:

This seasonal position typically works Monday through Friday, forty (40) hours per week the end of May through the end of August; will also work weekends on a rotating basis and during tournaments. Will work weekends from the end of August until the course closes in the fall per the demands of the course and availability. Schedule is often dependent upon work load, demand and weather; the needs of the department may result in overtime (in excess of forty (40) hours per week) and will be compensated at time and a half.

Physical and Environmental Demands:

While performing the duties of this job, the employee is regularly required to speak or hear. The employee is frequently required to stand, walk on uneven surfaces, sit, bend, and reach with hands and arms. May be required to climb or balance and stoop, kneel, crouch or crawl. May be required to lift up to fifty (50) pounds. Specific vision abilities include close and distant vision.

The specific statements shown in each section of this description are not intended to be all inclusive. They represent typical elements and criteria considered necessary to perform the job successfully; employees are routinely required to address emerging employer requirements in alignment with individual work units and assignments of jobs which may result in additional or a change in duties/functions not identified. This job description does not constitute an employment agreement between the employer and employee; it is subject to change by the employer as the needs of the employer change.