



## 2023 Back Shop Attendant

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We are currently accepting resumes for potential 2023 Back Shop Attendants at both Victoria Park East and Valley locations. We are looking for personable, customer-service oriented individuals who will fit in with a dedicated and energetic team.

### **Job Purpose:**

To assist the Head Golf Professional and a team of dedicated staff maintain the highest standards of excellence.

### **Description of Duties:**

- Provide exceptional customer services, professional advice and assistance to all guests and members. (Greet customers upon arrival, help with bags, provide directions etc.)
- Power cart organization. (Staging power carts, cleaning and fueling carts after use, ensure enough carts are staged outside clubhouse)
- Opening/Closing procedures of Back Shop and Clubhouse
- Keep driving range neat and range machine stocked with clean range balls for customers.
- Clean members clubs thoroughly in storage after each use.
- Change garbage containers as needed through the day with proper sorting of materials.
- Closing procedures as requested by department managers or Golf Shop.
- Adhering to all procedures set in place by ownership and department managers.
- Always conduct oneself in a professional manner and maintain a professional image.

### **Qualifications/Experience:**

- Outgoing, energetic personality
- Able to handle a fast paced environment
- Self starter and attention to detail
- Previous customer service considered an asset

### **Period of Employment:**

Full time & Part time seasonal available from April to October (Weather permitting)

Please email resume to Andrew Roosenboom & Jay Pembleton at: [andrew@victoriaparkvalley.com](mailto:andrew@victoriaparkvalley.com), [jay@victoriaparkgolf.com](mailto:jay@victoriaparkgolf.com)