



2023 Golf Shop Attendant

We are currently accepting resumes for potential 2023 Golf 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:

- Opening/Closing procedures of Golf Shop and Clubhouse
- Tee time management – Handle incoming telephone calls and bookings
- Provide exceptional customer services, advice and assistance to all guests/members
- Control and manage play; ensure guest check in and fee collection.
- Be informed on, and promote all club activities and services.
- Assist with scoring and implementing leagues and club events.
- Ensure outside services duties are being completed by continually monitoring backshop staff.
- Maintain communication with on-course marshals to ensure pace of play and etiquette is being monitored.
- Assist with all staff, shop cleanliness and organization.

Qualifications/Experience:

- Previous customer service experience required
- Point of Sale/ Cash handling skills
- Outgoing, energetic personality
- Able to handle a fast paced environment
- Self starter and attention to detail
- Previous golf course experience 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, jay@victoriaparkgolf.com