

GREENSKEEPER

DEFINITION:

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

Under general supervision of the Facilities Services Technician, prepares and maintains golf course greens, fairways, and other golf course surfaces as required, ensuring compliance with all golfing regulations and standards. Sets course tee and cup placements, installs and repairs irrigation systems, and operates and maintains greenskeeping equipment.

This is a full-time, temporary position without benefits. Normal work hours are Monday through Friday from 7:00 AM to 3:30 PM. Shifts are subject to change to meet operational needs.

CLASS CHARACTERISTICS:

Positions allocated to this class report to the Chief Executive Officer for policy and direction, but independently perform all necessary assignments. This is a skilled level class that requires the incumbent to perform a wide variety of light maintenance, general labor, customer service, and assistance with the operations of the Napa County Fairgrounds program, the Mount St. Helena Golf Course.

EXAMPLES OF DUTIES:

The following reflects management's definition of essential functions for this job but does not restrict the tasks that may be assigned. Management may assign or reassign duties and responsibilities to this job at any time due to reasonable accommodation or other reasons.

- Sets golf course to include cutting cups, setting tees, repairing greens, raking bunkers, and mowing greens and fairways
- Maintains golf course, including bunkers, greens, driving range, and tee boxes; mows bunker faces; prunes trees; performs pest control
- Installs, maintains, operates, and repairs irrigation systems
- Performs or oversees performance of golf cart maintenance
- Assists in special projects as required
- Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices
- Performs miscellaneous job-related duties as assigned

MINIMUM QUALIFICATIONS:

General Knowledge of: methods, materials and tools used to clean and maintain public-use facilities, grounds, and buildings including knowledge of proper use of chemicals and cleaning supplies.

Ability to: read, write, and communicate to the degree needed to learn and perform assigned tasks; relate with confidence and tact to co-workers, fairground visitors, and tenants; perform basic arithmetic; keep simple records; operate, blowers, vacuums, and floor scrubbers; learn and explain fairground operating rules and standard practices; learn the operations of the facilities, services, and activities of the assigned areas of responsibility; work independently on a variety of assignments;

establish and maintain cooperative working relationships at all levels of the organization and with the public; project consequences of decisions and make appropriate recommendations in assigned area of responsibility.

Ability to install, operate, troubleshoot, and repair manual and/or computerized irrigation systems; knowledge of USGA regulations regarding course settings; knowledge of light equipment operation and/or maintenance; knowledge of fertilizer and/or pesticide applications; ability to read, understand, follow, and enforce safety procedures; knowledge of golf course maintenance activities to include placement of tees and pins, irrigation techniques, and turf care.

EDUCATION AND EXPERIENCE:

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

High School diploma, Trade School, or GED, college degree a plus.

Experience:

At least 1 year of experience directly related to the duties and responsibilities specified.

Completed degree(s) from an accredited institution that are above the minimum education requirement may be substituted for experience on a year-for-year basis

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Walking on sloped or uneven terrain; Work in wet, windy, cold or hot conditions; Grasping, stooping, carrying and crouching; Work on ladders, ramps and stairs; Lift and handle materials weighing 59 pounds; Work overtime and weekends when required.

Environment: Standard public-use facility setting; some maintenance work on Fairgrounds in hot or cold temperatures.

Physical: Ability to bend, climb, squat, walk, twist and carry objects weighing up to 40 pounds; drive vehicles; sit for extended periods of time; normal manual dexterity and corrected hearing and vision to normal range; verbal communication required.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents.

Hearing: Hear in the normal audio range with or without correction.

License or Certificates: Possession of a valid California state driver's license and proof of adequate vehicle insurance may be required. Possession of a Qualified Applicator Credential a plus.

Special Personal Characteristics: Willingness to work Saturdays, Sundays, and holidays and odd or irregular hours.