GOLF COURSE SUPERINTENDENT JOB DESCRIPTION

FLSA STATUS: Exempt

DEPARTMENTS: Golf Course Maintenance

REPORTS TO: CP Egret Board

JOB OVIEW:

The Golf Course Superintendent (GCS) is responsible for all phases of golf course maintenance and agronomics, cost control of both the Outside Services and the golf course agronomy department. The GCS responsibilities include: turf grass and plant maintenance, property and asset management, leadership of personnel, financial management including budgeting and forecasting, guest and member relations, scheduling and maintenance of irrigation systems, pesticide applications and related recordings, and regulatory compliance. The GCS directs and participates in the construction and maintenance of the grounds. The GCS reports to the CP Egret Board to operate Pearland Golf Club at CountryPlace in a fiscally responsible and professional manner. The GCS helps to create an environment where staff are respected, have respect for themselves, are enthusiastically involved in their departments, and show respect toward members, guests and the property.

ESSENTIAL DUTIES:

- Regular and reliable attendance.
- Provides leadership and a positive working environment that fosters teamwork, communication, ethical behavior, cleanliness and a "can do" attitude.
- Develops annual operating budget and plans for the Maintenance department and capital improvement projects.
- Supervises and manages all maintenance expenses within the Maintenance department budget, including but not limited to payroll, supplies, chemicals and fertilizers.
- Order parts, supplies and equipment as needed.
- Manages water usage and irrigation systems and provides monthly reporting on water source usage.
- Maintains records and completes required reporting.
- Maintains clear understanding of and implements all agronomy standards in addition to ensuring compliance with all local, state and federal regulatory standards/laws.
- Stays abreast of current agronomic information.
- Maintains ongoing awareness of all agronomic activity on the course and provides constant feedback and direction to staff members.
- Ensures proper mixing, calibration, and application of all chemicals and fertilizers used on the course.
- Supervises and participates in the application and recording of chemical applications (fertilizers and pesticides) on the Club's grounds in compliance with all local, state, and federal regulations.
- Ensures all maintenance associates obtain proper training and/or licenses needed to perform job tasks safely and within city, state, and federal regulations.
- Incorporates safe work practices in job performance and ensures the staff is working within OSHA, local, state, and federal guidelines for safe working conditions.
- Directly addresses all real or perceived environmental concerns.
- Recruits, supervises and retains maintenance staff. Evaluates employee performance.
• Ensures both upward and downward communication within the department and inter-departmentally with the Director of Golf and Food & Beverages departments.
• Schedules maintenance plans around member and guest golf play and outings to maximize efficiency and minimize disruptions to golf play.
• Coordinates winter maintenance activities when necessary.

PHYSICAL DEMANDS:

Regularly stands and walks; climbs or balances; tastes or smells. Uses hands to finger, feel or handle; reaches with arms and hands. Frequently talks or hears. Regularly lifts up to 50 pounds and occasionally lifts up to 100 pounds.

ENVIRONMENT / NOISE:

Regularly works in extreme heat (non-weather); may come into contact with fumes or airborne particles as well as toxic or caustic chemicals; may experience vibration. Occasionally works in wet or humid conditions (non-weather) and near moving mechanical parts; risk of electrical shock. Frequently works in outdoor weather conditions. Noise level is moderate to loud.

CERTIFICATES / LICENSES:

Texas State Pesticide Applicator License, Valid Driver's License

JOB KNOWLEDGE, SKILL, AND ABILITY PREFERENCES:

Ability to read and speak English may be required in order to perform the duties of the job (e.g. the associates may be required to communicate with English speaking customers or co-workers, the manuals for the equipment the associates may use are in English).

This job description is not an exhaustive list of all job functions that an associate in this position may be asked to perform from time to time.