



Pro Shop Manager/Supervisor

Start Date: Immediate **Job Type:** Full-time

Salary: \$20.00-\$25.00 per hour based on experience

Job Description:

- Knowledgeable in golf course operations a definite asset.
- Ability to promote and sell golf products.
- Assisting with ordering, receiving, pricing, inventory, and sales of Pro Shop offerings.
- Cashing out of daily shift.
- Create and oversee full and part time staff members work schedules and responsibilities
- Work in conjunction with the Greens keeper supervisor to facilitate daily play conditions and member updates.
- Oversee all golf programs and event type activities.
- Maintain and enforce golf course policies, rules, and regulations.
- Interact with club members, organizations, corporate institutions, and the public to facilitate golf related tournaments and functions.
- Oversee all activities related to pro shop, bookings, driving range, daily cart rentals.
- Operate a golf specific POS sales and debit system interface
- Able to effectively deal with pressure of public and staff issues and/or concerns in a diverse team environment.
- Ability to work flexible hours including mornings, evenings, weekends, and some holidays.
- Exceptional interpersonal skills.
- Ensure member and guest satisfaction while maintaining a welcoming clean organized work environment.
- Report directly to the designated member of the clubs current Board of Directors.

Benefits:

- Discounted or free food
- On-site parking

Schedule:

- Day shift
- Holidays
- Monday to Friday
- Weekend availability

COVID-19 considerations:

Covid-19 Protocols in place in order to keep staff safe at all times.

Experience:

- Retail Associates & Cashiers: 1 year (preferred)
- sales: 1 year (preferred)
- customer service: 1 year (preferred)