

PART-TIME
EMPLOYMENT
OPPORTUNITY

July 14, 2010

GOLF ASSISTANT PART-TIME

GOLF COURSE

Hourly Rate - \$7.50

Performs responsible semiskilled work in cleaning and maintenance of golf carts and facilities. Some basic clerical work collection of fees, general maintenance and operation of golf shop. Does related work as required. Work is performed under the general supervision of the Golf Shop Manager / Assistant Golf Professional.

Qualifications

- Some knowledge of the game of golf;
- Ability to work long hours during peak golf season, weekends and holidays;
- Ability to maintain golf carts (charge batteries, etc.)
- Ability to establish and maintain effective working relationships with golfers and co-workers;
- Ability to prepare records and reports;
- Ability to operate a cash register and make change accurately;
- Ability to maintain inventories and display merchandise effectively;
- Education equivalent to graduation from high school and some experience in clerical work.

Physical Requirements

This is light work requiring the exertion of 20 pounds of force occasionally and up to 10 pounds for force frequently to move objects.

Work requires climbing, balancing, crouching, reaching, pushing, pulling, lifting, grasping, standing, and repetitive motions. Vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken levels, visual acuity is required to operate machines, prepare and analyze written or computer data, operate motor vehicles or equipment, determine the accuracy and thoroughness of work, and observe general surroundings and activities. The worker is subject to inside and outside environmental conditions.

Closing Date

Applications will be taken at the Employment Security Commission, 103 W. Center Street Ext. until the position is filled..

Applicants offered employment will be asked to participate in a drug and alcohol screening.

The City of Lexington does not discriminate on the basis of race, color, national origin, age, religion, sex, or non-disqualifying disability in employment or the provision of services.