



# Employment Opportunity

## Golf Course Host

**Parks & Environmental Services – SEAPARC**



Competition	<b>19/055</b>
Status	<b>Auxiliary</b>
Hours of Work	<b>Up to 30 hours bi-weekly</b>
Rate of Pay	<b>\$16.74 per hour &amp; 14% in lieu of benefits</b>
Accepting Applications Until	<b>4:00pm on March 25, 2019</b>
Notes	Term position, anticipated April - October, 2019

### Summary

The Golf Course Host will help create a safe, fun place for people of all ages to enjoy DeMamie Creek Golf Course, located in Sooke, BC. This position is best suited for someone with the ability to deal effectively and courteously with the public. The anticipated length of this position will be April – October 2019; shifts including evenings, weekends and holidays.

***This position requires an acceptable criminal record check. The applicant/incumbent will be required to undergo a criminal record check in order to work in this position and to report to their supervisor if any criminal charges are laid against them that may be related to their employment in this position.***

### Duties & Responsibilities

- Monitors the golf course to ensure proper etiquette and protocols.
- Applies golf course regulations effectively.
- Directs players to tee off and to accelerate play when needed.
- Schedules tee times when required.
- Provides excellent customer service and acts as a liaison between general public and SEAPARC.
- Tracks and monitors golf course usage and course data.
- Performs minor custodial and janitorial duties as needed.
- Works with SEAPARC staff to ensure the maintenance of a clean and safe environment for participants.
- Represents SEAPARC in a professional manner, including dressing in a manner appropriate for a golf course environment.
- Follows all policies, procedures, and standards of the CRD
- Performs other related duties as required.

### Qualifications

- High school graduation
- Emergency First Aid certification (or willingness to obtain)
- Experience with point of sale systems
- Experience working with the public, preferably in a golf course setting.
- Excellent customer service, communication (verbal and written), interpersonal and public relations skills
- Ability to work independently and as part of a team.
- Demonstrated sound judgment while creating a positive, enthusiastic and fun environment.
- Knowledge of golf course procedures and regulations including rules and etiquette

## Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at [www.crd.bc.ca](http://www.crd.bc.ca) under "Careers".

**The CRD wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.**

