

**WORTHINGTON COUNTRY CLUB  
JOB DESCRIPTION**

<b>JOB TITLE</b>	Cart Barn Attendant
<b>DEPARTMENT</b>	Golf Operations
<b>REPORTS TO</b>	Head Golf Professional; First Assistant Golf Professional
<b>SUPERVISES</b>	N/A
<b>FLSA CLASSIFICATION</b>	Non-exempt
<b>POSITION TYPE</b>	Full-time or part-time year-round or seasonal

<b>GENERAL OVERVIEW</b>
Responsible for maintaining golf carts and assisting members with golf bags
<b>RESPONSIBILITIES</b>
<ul style="list-style-type: none"> <li>▪ Sets up carts for day's play</li> <li>▪ Loads all golf bags on carts for day's play</li> <li>▪ Assists members in loading and unloading golf bags from car trunks</li> <li>▪ Hoses down, fills sand buckets and re-charges carts after each play</li> <li>▪ Details carts, checks tire pressure and fills water in batteries, as needed</li> <li>▪ Keeps cart barn and bag room neat and clean</li> <li>▪ Cleans members clubs after each round of golf</li> <li>▪ Sets up and monitors driving range</li> <li>▪ Maintains a pleasant and professional appearance</li> </ul>
<b>WORK EXPERIENCE/QUALIFICATIONS</b>
<ul style="list-style-type: none"> <li>▪ Capable of using a golf cart</li> <li>▪ Willingness to learn</li> <li>▪ Good interpersonal skills</li> <li>▪ Dependable</li> <li>▪ Ability to read, speak and write English</li> </ul>

<b>EDUCATION/CERTIFICATION REQUIREMENTS</b>
None
<b>PHYSICAL DEMANDS</b>
Must be able to stand for long periods of time. Needs to walk, talk, listen and see. Regularly uses hands, fingers, reaches with arms and hands. Occasionally sits, stoops, kneels and crouches. Regularly lifts 10 to 25 pounds.

This job description is not meant to be all inclusive. Employees may perform other related duties to meet on-going needs of the organization.

**Receipt / Acknowledgement**

I have received a copy of my job description and have read or had it read to me. If I have any questions regarding this job description, I understand that it is my responsibility to ask my immediate supervisor or other member of management about them.

\_\_\_\_\_

Date

\_\_\_\_\_

Employee Signature

\_\_\_\_\_

Employee Name Printed

**To Supervisor:** Following the employee's signature, place a copy in the employee's personnel file.