

Assistant Professional - Golf Services Manager

Rebel Creek Golf Club

Location: Petersburg, Ontario, Canada

Department: *Golf Services*

Reports To: General Manager

Classification: Full Time Seasonal Position (must be available to work any shift including early mornings, days, weekends & holidays)

Summary: The Assistant Professional / Golf Services Manager primary focus will be managing and operating all facets of Golf Operations. The main priority will be to always provide unmatched customer service, while assisting in organizing and executing our events and programs for our membership, guests, small groups, and tournaments.

Primary Responsibilities:

- Lead and manage all aspects of the Golf Shop, Member Services and Golf Operations
- Recruit, hire, train, and motivate Golf Operations staff to adhere to our culture
- Organize, schedule, and manage all staff
- Managing the tee-sheet, POS, and Pro Shop inventory
- Maintain an exceptional level of customer service to our members and guests
- Assist the GM in developing a marketing and sales program for the golf shop
- Help organize, manage, and execute all leagues, events, tournaments
- Always maintain and promote a well-respected and professional image.
- Assist in pricing merchandise, receiving inventory, restocking, shop displays, and displaying merchandise on floor in timely manner
- Support strong employee performance by setting clear expectations, providing performance feedback, and developing employee capability
- Other duties as assigned

Qualifications:

- Enthusiastic, self-motivated individual who takes initiative and responsibility
- Works well in a team environment
- Member of the PGA of Canada in good standing preferably
- Strong leadership, communication, organizational and exceptional customer services skills
- Knowledge of Tee-On software preferably
- Smart Serve Certification
- Able to manage problems in the workplace, including anticipating, preventing, identifying, and solving problems as necessary

Apply:

Please submit your resume & cover letter to Frank Bester, General Manager at fbester@golfnorth.ca. Please write “Rebel Creek Golf Club – **Assistant Professional - Golf Services Manager**” in the Subject line.