

Proshop Attendant

Dundee Country Club

Location: Dundee, Ontario, Canada

Department: Golf Services

Reports to: Proshop Manager

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

Summary: Dundee Country Club is a member of GolfNorth Properties; an established golf course management company in the KW area. We are looking for a hard working and professional applicant who can start sometime in April.

Responsibilities:

- Willing to learn how to use POS equipment, Tee-On booking system and following company policies and procedures
- Offer professional customer service to all our customers and employees
- Responsible for daily and ongoing cleaning as requested
- Understands the importance of reviewing daily systems sheets and accomplishing all duties on time
- Ensuring that safe work habits are followed throughout their shift
- Other duties as assigned to assist in the daily functioning of the clubhouse
- Assists in special events (golf tournaments/weddings) as required

Qualifications:

- A diploma or degree or currently working towards obtaining one
- Previous POS and/or merchandising experience is beneficial, we are willing to train
- Self-directed with the ability to look ahead and help where required
- Excellent organizational and time management skills
- Ability to problem solve and make decisions
- SmartServe Certified – applicant must have an active SmartServe card

To Apply:

Please submit your resume & cover letter to Dan Schiller, General Manager at manager.dundee@golfnorth.ca. Please put "Dundee – Proshop Attendant" in the Subject line.