

RIDGEWOOD COUNTRY CLUB



Job Description: Golf Course Maintenance - Groundskeeper

Typical Work Day

A Groundskeeper is required to be able to complete a large variety of tasks throughout the day. Groundskeeper tasks can be generally categorized as manual labor and are related to landscaping. Landscape maintenance tasks include: operating different types of walking lawn mowers, raking of debris, use of string trimmers, operation of powered debris blowers, use of chainsaw, and operation of other motorized equipment. Tasks specific to golf course maintenance include: raking bunkers, mowing greens, changing hole locations, hand watering, blowing debris, filling ball washers, filling water coolers, moving tee markers, etc. Groundskeepers must have a valid driver license and be able to drive various types of golf carts and utility vehicles in order to complete the above tasks. In addition, Groundskeepers are often called upon to complete or assist in all tasks on the course including: special projects, irrigation repair, fertilizer and chemical applications, and other general maintenance tasks. Groundskeepers primarily work under the supervision of the Golf Course Superintendent and Assistant Superintendents. Occasionally groundskeepers may work under the supervision of a Foreman or Equipment Operator.

General Physical and Mental Requirements

Physical, mental and emotional stamina to perform the duties and responsibilities of the position; manual dexterity sufficient to safely use equipment and tools; vision sufficient to read printed materials, read small print on documents, Safety Data Sheets, and maps; detect subtle shades of color; hearing sufficient to conduct in person and telephone conversations; speaking ability in an understandable voice with sufficient volume to be heard in a normal conversational distance, on the telephone, two-way radio and in addressing groups; physical agility to push/pull, squat, twist, turn, bend, stoop and reach overhead; physical mobility sufficient to move about the work environment, physical strength to lift from the floor up to 50 lbs. unassisted, and up to 80 lbs. with assistance; physical stamina sufficient to sit, stand or walk for prolonged periods of time, ability to persevere long periods of exposure to pollen and grass - no severe allergic reactions to dust or pollen; mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.

General Working Conditions

Outdoors working environment subject to pre-dawn hours and adverse conditions such as heat, cold, rain and in awkward and confined spaces. Complete manual labor for long periods of time, walking on uneven surfaces, bending, crouching, or kneeling, pushing/pulling of levers on equipment and machinery, reaching in all directions and prolonged periods of time. Work in and around potentially hazardous substances, including pesticides, herbicides and motor fuel. Physical mobility sufficient to move about the work environment, ability to drive an automobile.

Specific Physical Requirements for common tasks at Ridgewood-

1. *Mowing Tee Boxes and Approaches-* Ability to operate triplex mowers. Ability to sit for extended periods of time. Ability to occasionally squat or bend in order to empty grass catcher baskets and to move tee markers or other debris from the mowing area. Minimal pulling or lifting required. Typical length of job: 4 hours.
2. *Mowing Fairways –* Ability to operate five reel fairway mowers. Ability to sit for extended periods of time. Ability to occasionally squat or bend in order to move cart directional signs or debris from mowing area. Minimal lifting, bending, or twisting required. Typical length of job: 5 hours

RIDGEWOOD COUNTRY CLUB



3. *Mowing Primary Roughs*- Ability to operate 5 deck riding mowers. Ability to sit for extended periods of time. Ability to occasionally squat or bend in order to move cart directional signs or debris from mowing area. Minimal lifting, bending, or twisting required. Typical length of job: 3 to 7 hours
4. *Mowing Secondary Roughs*- Ability operate zero turn mower or other single deck mower. Zero turn mowers require constant light pulling and pushing with the arms and shoulders in order to operate equipment. Ability to sit for extended periods of time. Ability to occasionally squat or bend in order to move cart directional signs or debris from mowing area. Typical length of job: 1 to 7 hours.
5. *Operation of Utility Tractors*- Equipment Operators may operate various size utility tractors ranging from 20hp to 60hp. Must have ability to reach all levers and be highly trained in the ability to operate the equipment. Tractors are often equipped with front end loaders, back hoes, and a large variety of attachments. Operator must be physically able to mount and dismount tractor, and be able to readily access all controls. Typical length of job: 1 to 7 hours.
6. *Walk Mowing Greens* – walk at steady pace for up to 10 miles, with breaks every 20 to 30 minutes. Mowers are self-propelled, but some light pushing, pulling, and twisting is required to complete tasks. Occasional bending and lifting up to 20lbs is required. Ability to operate a handheld blower is required. Typical length of job: 3 hours.
7. *Raking Bunkers*- walk at steady pace for up to four hours with constant breaks. Light pulling and pushing is required to use a rake to smooth sand. Ability to walk on steep slopes is required. Ability to operate a handheld blower is required. Typical length of job: 4 hours.
8. *Use of string trimmer*- Ability to stand for majority of shift. Ability to operate commercial string trimmer that weighs approximately 12lbs. Frequent light lifting, twisting, and pulling is required to complete this task. Typical length of job: 1 to 6 hours.
9. *Picking of debris or trash* – Light lifting and raking required. Most pieces of debris or trash weigh less than 5lbs. Large trash receptacles may weigh up to 50lbs at times. Frequent bending or squatting required. Typical length of job: 1 to 6 hours.
10. *Hand Watering Greens*- Ability to pull and easily handle 40lb water hose. Frequent squatting and bending required. Typical length of job: 4 hours.
11. *Changing Hole Locations*- Ability to lift, pull, twist, and squat repeatedly. Lifting of 20lbs from ground required. Typical length of job: 3 hours.
12. *Tree Work* – Ability to operate various sizes of chainsaws and/or assist with removal of tree debris. Lifting of up to 50lbs unassisted, and up to 80lbs assisted required. Also requires raking and shoveling of debris.
13. *Irrigation Repair* – All employees may be called upon to assist the Irrigation Technician with repairs. Irrigation repair requires the ability to bend, squat, lift, pull, and push repeatedly. Many times this task requires shoveling of dirt or rock, and removal of materials.
14. *Ice and Water* – Ability to lift full 10 gallon water coolers containing ice and water. Coolers are placed in specific locations on the course for use by members, guests, and employees. Must follow proper guidelines for maintaining cleanliness of drinking water. Frequent bending and squatting. Lifting of 50lbs unassisted from floor. Typical length of job: 3 hours.
15. *Ball Washers* – Ability to operate pressurized water tank. Exposure to cleaning materials. Occasional bending or squatting. Typical length of job: 3 hours.
16. *Clubhouse Lawns* – Operation of push mowers, string trimmers, blowers, and hand tools required to maintain lawns and ornamental beds. Frequent standing, walking, and bending. Typical Length of job: 6 to 8 hours per day.
17. *Leaf Cleanup* – Raking, blowing, shoveling, and removal of grass clippings, leaves, and other debris. Frequent standing, walking, bending, pulling, and pushing.

Note: The tasks listed above are common daily tasks required by golf course employees. Not all employees are trained or required to complete every task. In addition, some tasks are seasonal in nature. Employees may be required to complete tasks not listed above.