



Job Description

Job Title:	Golf Course Mechanic
Location:	Atwood Homestead, Ledges, Macktown Golf Courses
Reports To:	Golf Course Maintenance Manager
FLSA Status:	Full-time/Non-Exempt (Hourly)
Starting Wage:	\$23.00 - \$29.00 - \$35.00 per hour; anticipated starting salary is \$23 - \$29 per hour (commensurate with experience). In addition to benefits, amenities include free golf, camping and shelter rental.

PURPOSE. To maintain and repair golf course and clubhouse equipment and facilities as needed. The typical schedule during golf season (April-Nov.), is six days per week, 5:30 a.m. until 2:00 p.m.(Mon-Thurs), and Friday & Sat. 5:30 until 9:30am. Typical winter hours are Monday - Friday 7:00 a.m. until 3:30 p.m.

ESSENTIAL DUTIES and RESPONSIBILITIES include the following. Other duties may be assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions unless undue hardship and/or a direct threat to the health and/or safety of the individual or others would result:

- Performs preventative maintenance on golf course equipment and clubhouse facilities.
- Repairs and rebuilds equipment.
- Sharpens and/or grinds cutting units.
- Picks up parts for repair of equipment or other golf course needs.
- Welds and cuts to make repairs or fabricate new items.
- Maintains and repairs irrigation system.
- Winterizes irrigation system.
- Picks up sand, mulch, and topsoil as assigned with dump truck.
- Keeps maintenance and safety records.
- Organizes shop and maintains clean work areas.
- Supervises seasonal crew when needed.
- Maintains and repairs golf car fleet.
- Mows turf areas when needed.
- Plows snow and spreads salt and/or sand as needed.
- Attends professional training conferences related to the position.
- Maintains a working knowledge of and adheres to all risk management and safety programs and procedures.
- Maintains regular attendance and punctuality.
- Completes all other related duties as assigned.

KNOWLEDGE REQUIRED FOR THE ROLE. Must have a professional working knowledge of automobile, truck, mowing equipment, sprinkler systems, and golf cart maintenance. Must have basic knowledge of general maintenance and repair. Must demonstrate sound safety practices and have good written and verbal communication skills.

QUALIFICATIONS. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE. High school diploma or GED is required, Associates degree (two-year) in equipment repair or automotive technology preferred. Three to five years related experience and/or training is required, or equivalent combination of education and experience. A valid driver's license is required.

LANGUAGE SKILLS. Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of the Forest Preserve District.

MATHEMATICAL SKILLS. Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

MACHINES, TOOLS, AND EQUIPMENT. Must provide own set of job appropriate professional-grade tools. Must be able to operate: wrenches, screwdrivers, hammers, pliers, sockets, pneumatic tools, floor and bottle jacks, torches, volt/amp/OHM meters, pressure gauges, drills, and various other hand tools, also trucks, tractors, backhoes, tree spade, etc.

PHYSICAL DEMANDS. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions unless undue hardship and/or a direct threat to the health and/or safety of the individual or others would result.

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee frequently is required to walk, sit, climb or balance, talk or hear, and taste or smell. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Must be able to drive a vehicle.

WORK ENVIRONMENT. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions unless undue hardship and/or a direct threat to the health and/or safety of the individual or others would result.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts, risk of electrical shock, and vibration. The employee is frequently exposed to high, precarious places; fumes or airborne particles; toxic or caustic chemicals; and outside weather conditions. The noise level in the work environment is usually medium loud.