



Job Title: Golf Mechanic
Job Code: 211
Department: Golf Course Maintenance
Reports To: Golf Course Superintendent
Class Code: 9060
FLSA Status: Non-exempt
Salary Level: Hourly 19
Pay Range: \$21.55 - \$29.07 per hour
File Name: Golf Mechanic.doc
Prepared Date: 9/22/10, updated 4/22/11, 10/17/15, 3/11/21

SUMMARY

Under the direction of the Golf Course Superintendent, the Golf Course Mechanic is responsible for ordering, storing, and tracking inventory of equipment parts and supplies, welding and fabricating metal and wood, setting up and performing all preventative maintenance of equipment, grinding and maintaining all reel mowers, repairing broken equipment, and training employees on proper use of equipment. In addition, the Golf Course Mechanic locates, corrects, and adjusts the golf course mechanical equipment; repairs, overhauls, and maintains gas, diesel, and electric powered equipment.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Plan work procedures using charts and technical manuals.
- Identify requisitions, receive, inventory, and store golf course maintenance parts and supplies.
- Develop and maintain a preventative maintenance schedule for equipment.
- Repair, adjust and replace necessary units and parts such as rods, valves, pistons, gears, bearings, and fuel and exhaust components.
- Repair, overhaul, and replace brakes, ignition systems, transmissions, differentials, front and rear axle assemblies.
- Repair and install hydraulic pumps and controls.
- Repairs, overhauls, and assembles electrical equipment such as generators, distributors, ignitions, and starters.
- Grinds and maintains all reel mowers.
- Welds and fabricates wood and metal.
- Responsible for the general maintenance and cleanliness of the golf course maintenance shop.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience in the methods, material, tools, and techniques used in the repair and maintenance of a variety of golf course maintenance equipment.

CERTIFICATES, LICENSES, REGISTRATIONS

Requires possession of valid Class C Driver License with a driving record meeting the minimum standards required by the Association insurance carrier. Current Cardiopulmonary Resuscitation (CPR) and First Aid certification recommended.

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 organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio and percent, and to draw and interpret bar graphs.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

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 accommodations may be made to enable individuals with disabilities to perform the essential functions. 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 talk or hear. The employee frequently is required to stoop, kneel, crouch, or crawl. The employee is occasionally required to walk, sit, climb or balance, 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, peripheral vision, depth perception, and ability to adjust and focus.

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.

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