

Job Title: **Practice Tee Ambassador**

Reports To: **Practice Tee Ambassador Supervisor**

Prepared Date: **3/10/23**

Position Summary

This position is responsible for providing guest and member services at the Practice Facility

General Duties and Responsibilities

- Ensuring guests and members are greeted and provided with a high level of service.
- Fill practice ball bags and distribute to guests and members as they arrive to the practice facility.
- Assist the Starter and communicate with guests and members at the Practice Tee to ensure golfers arrive to the 1st Tee on time.
- Maintain cleanliness of the Practice Facility to include picking up empty practice ball bags, picking up trash, broken golf tees, extra balls left at hitting stations and at the Short Game Practice Area, occasionally raking the Practice Bunker.
- Ensure that the flower baskets at the Practice Tee pavilion are watered daily.
- Assist with Practice Facility takedown to prepare for mowing and setup following mowing. This includes moving furniture and other Practice Tee accessories to and from the Practice Tee area.
- Completes other tasks/duties as assigned.

Supervisory Responsibilities

- Not applicable

Requirements

- Previous customer service experience preferred.
- Strong verbal communication, written communication, and organizational skills.
- Ability to work independently, assist with a variety of projects and be assertive as appropriate.

Physical Demands

Physical Activity & Work Environment	Not Applicable	Less than 50%	More than 50%
• Sitting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Walking	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Standing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Using hands/fingers to feel or handle items	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Reaching, pushing or pulling with arms/hands	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Climbing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Balancing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Kneeling, crawling, or crouching	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Talking or hearing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Tasting or smelling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Lifting, moving or exerting force of up to 10 lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Lifting, moving or exerting force of up to 25 lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Lifting, moving or exerting force of up to 50 lbs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Lifting, moving or exerting force of up to 100 lbs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Lifting, moving or exerting force of more than 100 lbs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Seeing up close	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Seeing long distances	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Seeing color	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

- Use of peripheral vision
- Perceiving depth
- Adjusting and focusing vision
- Working outdoors in inclement weather – extreme hot
- Working outdoors in inclement weather – extreme cold
- Working indoors in an office environment
- Working in high places
- Working near moving mechanical parts and machines
- Working in wet/humid conditions that are not weather related
- Working in extreme cold conditions that are not weather related
- Working in extreme hot conditions that are not weather related
- Working with airborne particles or fumes
- Working with toxic or caustic chemicals or agents
- Working with explosives
- Working in an area with a risk of exposure to radiation
- Working in an area with a risk of exposure to electrocution
- Exposure to vibration
- Working in a loud environment