

Job Title: **Player Assistant - Ranger**
 Reports To: **Player Assistant's Supervisor**
 Prepared Date: **7/3/12**

Position Summary

This position is responsible for managing and maintaining the proper pace of play on the golf course.

General Duties and Responsibilities

- Manages and maintains a proper pace of play and turn times and keep a detailed log.
- Travels golf course starting from hole number 18 and working backwards.
- Approaches slow groups tactfully and encourage faster play.
- Knows the locations and directions to all golf facilities.
- Helps groups locate lost golf balls.
- Assists in tournament set up and organization.
- Assists starter with tee sheet management. Keeps accurate record of each golf car, names of players in the group, golf car number, etc.
- Maintains radio contact with starter, guest services, and golf shop.
- Picks up any trash you may find on the golf course, practice facility etc.
- Keeps extra cart supplies.
- Completes other tasks/duties as assigned.

Supervisory Responsibilities

- Not Applicable

Requirements

- Previous extensive customer service experience.
- Previous golf experience/knowledge.
- Strong verbal communication skills.

Physical Demands

Physical Activity & Work Environment	Not Applicable	Less than 50%	More than 50%
• Sitting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Walking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Standing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>
• Climbing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Balancing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Kneeling, crawling, or crouching	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>
• Lifting, moving or exerting force of up to 25 lbs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Lifting, moving or exerting force of up to 50 lbs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Lifting, moving or exerting force of up to 100 lbs.	<input checked="" type="checkbox"/>	<input 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
- Seeing color
- 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