

The Maryland-National Capital Park and Planning Commission

TITLE: Golf Course Maintenance Leader **GRADE:** G **CODE:** 5235
SERIES: Building and Grounds Maintenance **DATE:** 3/27/90

Class Definition

Under general supervision, performs skilled maintenance work, involving considerable responsibility, complexity, and variety, to lead and direct the day-to-day activities of Maintenance Workers in golf course work. Provides a variety of assistance to the Golf Course Supervisor in coordination and supervising maintenance activities within the course. Normally leads two crews or a large crew of full-time and part-time employees to perform golf course maintenance assignments. May operate major equipment (e.g., dump trucks, tractors, backhoes, large riding mowers). Performs more difficult specialized assignments. Performs other related duties as assigned.

Examples of Important Duties

1. Provides leadership and coordination. Coordinates and leads day-to-day activities of two or more crew or a large crew of full-time and part-time golf course maintenance workers and leaders to perform a wide range of assignments. Plans, schedules and assigns work. Monitors work and provides technical assistance to resolve problems. Trains staff in equipment operation, golf course maintenance, landscaping, building maintenance, and safety procedures and practices. Counsels subordinate employees. Recommends disciplinary actions. Inspects work quantity/quality of all assigned crews.
2. Plans work. Receives work orders in either verbal, written, drawings/blueprint form. Estimates and orders supplies and materials needed for work and crew assignments. Sets priorities for work and crew assignments. conducts inspection of golf course for safety purposes.
3. Leads crews on landscaping and turf maintenance projects. May operate tractors, backhoes, and medium to heavy equipment to perform difficult projects. Mixes and sprays chemicals to cure plat/turf/diseases or eliminate particular insects and weeds. Plants trees, shrubs, and flowers. Constructs various types of ornamental beds. Clears brush, prunes deadwood, and cuts down small trees. Waters Golf Course Putting Greens and other turf. Sets up irrigation system to water. Troubleshoots and repairs golf course irrigation system. Must identify turf diseases, insects and weeds.

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Examples of Important Duties (Cont.)

4. Leads crew to cut grass with precision mowers. Performs maintenance and repairs on equipment. Leads crew to install fences, rebuild bunkers, repair irrigation systems, perform continued landscaping projects, and perform golf course maintenance work. Identifies safety rules and hazards. Corrects the safety problems.
5. Leads crew to carry out small construction/renovation projects. Reconstructs greens and tees at golf courses.
6. Must perform all golf course maintenance tasks to an expert level.
7. Maintains, prepares, and initiates records. Keeps inventory and supply records. Conducts investigations and writes reports of accidents, injuries, equipment damage, etc., that may occur. Submits routine and special reports connected with facilities and programs as directed by supervisor.

Important Worker Characteristics

- A. Considerable knowledge of (1) basic auto and equipment maintenance; (2) Golf Course maintenance practices, products, and equipment; (3) Commission practices, policies, and procedures; (4) landscaping; (5) pesticides; (7) safety; (8) supervision; (9) turf maintenance; (10) tree removal; (11) irrigation repair and maintenance.
 - B. Skill in operation of (1) backhoe; (2) front-end loader; (3) hand tools; (4) large riding mower; (5) trucks; (6) power tools; (7) tractor; (8) a variety of precision golf course maintenance equipment.
 - C. Ability to (1) apply principles to solve practical problems; (2) calculate fractions, decimals, and percentages; (3) read routine reports and correspondence; (4) write routine records; (5) organize work efficiently; (6) provide courteous service; (5) lift up to 100 pounds; (8) speak clearly and concisely; (9) identify turf diseases, insect, pests and drought conditions on turf grass.
- * Developed primarily after employment in this job class.

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Minimum Qualifications

1. Completion of 12th grade or GED, and one year of experience in golf course maintenance, supervisory practices, or related subjects; or one year of lead level experience in golf course maintenance or related field; and four years of progressively responsible experience in golf course maintenance.
2. An equivalent combination of education and experience.
3. Valid driver's license or the ability to acquire one.
4. Ability to obtain State Pesticide License within six months, if required.

Working Conditions

Primarily works outside. May work scheduled weekends, evenings, and holidays. Exposed to weather, dirt, waste, odors, and hazardous chemicals and pesticides.