

CITY OF HAMILTON

HEALTHY & SAFE COMMUNITIES DEPARTMENT

(RECREATION DIVISION – SPORT SERVICES - LOCATION – KING’S FOREST & CHEDOKE GOLF COURSE)

LEAD HAND GOLF COURSES – CUPE 5167

SUMMARY OF DUTIES

Reports to the Supervisor, Golf Operations. Leads, directs and works with a crew of staff that will be responsible for maintaining golf courses. Primary location will be Chedoke / King’s Forest Golf Course with occasional travel required between Chedoke Golf Course and King’s Forest Golf Course.

GENERAL DUTIES

Leads, directs and works with a crew of staff responsible for maintaining golf courses such as setting up hole location and tee marker placement, mowing operations, bunker maintenance, course fertilization, Integrated Pest Management (IPM), pesticide applications and irrigation operations including pump station maintenance.

Leads, directs and controls crew activities while in the field. Determines priorities and assigns work as required.

Inspects all components of the golf course to ensure compliance with established maintenance standards and to ensure that the course is maintained to a high standard under the direction of the Supervisor of Golf Course Operations.

Identifies plant pathogens and other pests.

Provides recommendations to the Supervisor of Golf Course Operations regarding methods for maintenance control.

Directs the installation and maintenance of irrigation systems including field satellites, valves and heads, direct and participate in irrigation troubleshooting and repair.

Prepares daily work schedules and input data on Integrated Pest Management (IPM) Program with respect to pesticide usage.

Assists in planning and scheduling the maintenance of greens, tees and fairways.

Assists in planning and preparing short and long term maintenance and construction schedules.

Orders and maintains adequate supplies.

Ensures the safety of workers, equipment and the public at work sites.

Plans timing and perform the application of fertilizers, pesticides and soil treatments.

Maintains golf course putting greens, tees, fairways, roughs, bunkers and related areas.

Communicates and deals with all levels of management and the public on a regular basis concerning golf maintenance concerns and maintenance requests.

Performs the aerifying of greens, tees and other golf course turf seasonally and as needed.

Operates and performs routine maintenance using a variety of hand tools and power equipment including mowers, tractors, chain saws, string trimmers, aerifiers, top-dressers, front loaders and dump trucks.

Maintains records and Material Safety Data Sheets relating to the chemicals used on the golf course.

Operates, maintains and repairs irrigation and drainage systems.

Monitors work sites to ensure compliance with established methods, guidelines, standards and procedures.

Trains personnel in correct and safe methods and procedures necessary to accomplish their work.

Manages time and resources effectively within the annual operating budget.

Prepares and submits employee time sheets and employee absence forms to the Supervisor of Golf Course Operations for approval and administration.

Conducts and records Health & Safety inspections at Golf Course facilities.

Logs and reports any building and/or equipment deficiencies.

May be called on during off duty hours to assist with emergencies related to division activities.

Performs other duties as assigned which are directly related to the major responsibilities of the job.

QUALIFICATIONS

1. Previous golf course experience operating heavy equipment, bob cat, backhoe and trencher.
2. Previous experience, training and ability to operate equipment and tools in a safe manner.
2. At the time of application, must possess a valid Ontario Landscape Exterminator Licence and must be able to apply fertilizers and pesticides safely.
3. At the time of application, must possess a valid Integrated Pest Management (IPM) Certification.
4. Good working knowledge of equipment and their operations.
5. Good working knowledge of hand and power tools and their operations.
6. Ability to effectively lead and work co-operatively with other facility team members.
7. Ability to work with minimal supervision
8. Must possess initiative and good judgement. Must be able to work independently and function well in stressful situations.
9. Knowledge and experience working with irrigation systems (Electric and Hydraulic).
10. Ability to order and maintain adequate irrigation supplies
11. Good working knowledge of the Ontario Health & Safety Act. Willing to become certified under OJHSC.
12. Ability to communicate and relate to the public, elected officials and staff.
13. Good interpersonal skills, demonstrated tact and professionalism in dealing with the public.
14. Must possess good verbal and written communication skills

15. Must have a working knowledge of Microsoft Office (Outlook) and Integrated Pest Management (IPM) and databases. Ability to input data accurately and at an acceptable speed as well as ability to maintain databases.
16. Knowledge of Word and Excel would be considered an asset.
17. Must be able to troubleshoot.
18. Knowledge and understanding of golf rules and golf etiquette.
19. Must possess a Class "DZ" Driver's Licence and a point-free driving record and/or a record found to be satisfactory to the City of Hamilton.
20. Defibrillator Training Certification would be considered an asset.
21. Must be able to lift a minimum of 30 lbs. with an occasional requirement to lift up to 70 lbs.

THIS GOLF COURSE POSITION REQUIRES A VALID CLASS "DZ" DRIVER'S LICENCE AND PROOF THEREOF IS REQUIRED AFTER HIRE.

THE INCUMBENT SHALL COMPLY WITH ALL HEALTH AND SAFETY POLICIES AND PRACTICES FOR THIS POSITION AND THE WORKPLACE.