

Lena Community Park District Job Description

Position: Mini Golf Course Attendant

Responsible to: Mini Golf Manager, Superintendent of Recreation, Park Board of Commissioners

Qualifications: At least 14 years of age, enjoy working outdoors with landscaping, able to lift 40+ pounds

Specific Program Responsibilities: Work independently, able to handle money, maintain gardens, communicate in a professional manner to patrons

Task Statements:

1. Be available end of May through August, any of the 7 days of the week.
2. Open and prepare greens for the day.
3. Dressed in an appropriate and professional manner.
4. Have good public relation and problem solving skills.
5. Able to handle money and cash register.
6. Work independently at times.
7. Take directions and move forward with tasks correctly and completely.
8. This is mainly a job that entails weeding, and keeping the grounds neat and clean.
9. Cleaning bathrooms, removing garbage, maintaining the club house.
10. Other duties as assigned by Supervisor.

Worker Traits:

1. Able to work independently to include doing tasks without being asked or directed.
2. Enjoy working with landscaping and gardening.
3. Have a good understanding of handling money.
4. Have good communication skills.
5. Prompt and dependable

Desired Education and Experience:

Minimum 14 years old with a work permit, any landscaping or gardening skills desirable.