**Date of Notice:** November 15, 2020

Position Title: Assistant Golf Professional

**Job Location:** Devil's Pulpit and/or Devil's Paintbrush

**Position Reports To:** Director of Golf **Application Closes:** December 15, 2020

**Apply To:** Euan Dougal, Director of Golf

edougal@dpga.ca

#### Overview

Established in 1990, with a reputation for having the top 36-hole facility in Canada, Devil's Pulpit Golf Association has long been considered among the top private clubs in North America. With a documented track record of employee success and advancement in the golf industry, both within the company and beyond, the DPGA is the ideal place to start your career in Golf. We are committed to providing world-class golf facilities for the pleasure of our Members and their Guests.

# **Position Summary**

The Devil's Pulpit Golf Association is seeking an energetic, organized and goal driven candidate to add to our strong stable of employees. This candidate will work closely with other golf professional staff to plan, organize, and execute the day to day operations of the Golf Department.

# **Essential Duties and Responsibilities**

- Lead by example, consistently conveying a positive attitude, passion, and pride in your work
- Approach all encounters with members, guests, and fellow employees in a gracious, attentive, courteous, and service-oriented manner
- Maintenance of Golf Canada Handicap System
- Golf Instruction (Juniors, Private Lessons, Clinics)
- Club fitting and repair
- Daily upkeep and merchandising of the Golf Shops
- Tee time reservations
- Use of Jonas P.O.S. systems

### Qualifications

- Must be a PGA of Canada Member in good standing
- Ability to provide the finest in customer service
- Must possess a valid G2 or G Driver's Licence
- Be fully flexible to work days, evenings, weekends and holidays
- Quality interpersonal communication skills
- Ability to multitask, problem solve, work under pressure with minimal supervision
- Computer skills including Microsoft Office

### **Employment Compensation**

- Salary commensurate with experience
- PGA of Canada Dues Paid
- Equipment package/Uniform
- 100% of lesson revenue
- Formal practice and playing

Candidates interested in applying for this position must meet the minimum qualifications for the position. To apply, please forward a resume with cover letter prior to the closing date. Suitable candidates will be contacted for an interview.

