

# eQuinelle

## **ABOUT THE CLUB:**

Rolling through the picturesque landscape of rural Ottawa and situated within the eQuinelle community, eQuinelle Golf Club offers the perfect combination of links-style golf and town and country living within a 35-minute drive of downtown Ottawa.

eQuinelle is seeking a dynamic, energetic, and enthusiastic individual to join our Professional Staff as the **Golf Shop Assistant/Outside Operations Supervisor**. This is an ideal opportunity for any individual looking to gain the knowledge and experience to become a member of the PGA of Canada.

## **DUTIES AND RESPONSIBILITIES:**

The successful candidate will report directly to the Director of Golf, Scott McInroy, while working closely with the entire management team. He/she will be responsible for, but not limited to:

- Supervision and motivation of all outside operations team members, including shift leaders.
- Ensure all interactions and services to golfers are provided in a highly professional and efficient manner with strong attention to detail.
- Assist all golfers with carts, bags, and pull carts by removing bags from carts and placing them on clean power carts or push carts.
- Routine checks for cleanliness & presentation of the practice facilities throughout the day.
- Continued communication with the Golf Shop and the Player Coordinators throughout the day.
- Ensure various details such as scorecards, pencils, and seed bottles are properly maintained.
- Ensure that the range is fully stocked, and range balls are up to eQuinelle standards.

## **QUALIFICATIONS AND SKILLS:**

- Private club, Resort and/or Hospitality industry experience is preferred.
- Possess or working towards a post-secondary degree or college diploma with specialty in Professional Golf Management (PGM) or Business/Hospitality.
- Must have flexible schedule and be able to work mornings, afternoons and weekends.
- Quality interpersonal communication skills.
- Ability to multitask, problem solve, and work under pressure.
- Ability to work closely within a team environment.
- Existing knowledge of CHRONOGOLF and LIGHTSPEED is considered an asset.

## **COMPENSATION AND BENEFITS:**

- Period of employment is approximately April 15<sup>th</sup> – October 31<sup>st</sup>.
- Weekly compensation commensurate with experience.

In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, eQuinelle Golf Club will provide accommodations throughout the recruitment and selection process to applicants with disabilities. If selected to participate in the recruitment and selection process, please inform of any accommodation(s) that you may require.

Please forward cover letter and resumes in confidence by email to:

**SCOTT MCINROY, DIRECTOR OF GOLF**  
[SMCINROY@TMSIOTTAWA.COM](mailto:SMCINROY@TMSIOTTAWA.COM)

Please include "Golf Shop Assistant/Outside Operations Supervisor" in the subject line. In your application, please provide specific examples of your commitment to "gold standard" customer service.

**APPLICATIONS WILL BE ACCEPTED UNTIL DECEMBER 31<sup>ST</sup>, 2020**