



TITLE: Mechanic

REPORTS TO: Director of Agronomy

DEPARTMENT: Course Maintenance

FLSA STATUS: Non-Exempt (Hourly)

JOB SUMMARY

The mechanic is an individual with a specialized set of skills in mechanical work. The Mechanic will be responsible for maintenance and repairs of course equipment and will work alongside the Course Superintendent and Maintenance Crew in training crew how to maintain and operate equipment safely.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Schedule and perform appropriate preventative maintenance work.
- Perform routine functions of maintenance and repairs of golf course/project equipment, tractors, riding mowers and hand mowers.
- Keep all mowing equipment operable and properly sharpened. Keep service records on all equipment and major repairs to facilitate historical evaluations.
- Maintain shop working area in neat, orderly fashion and observe working conditions in compliance with all appropriate safety and compliance laws.
- Work with Superintendents and Maintenance Crew in training and safety of equipment with entire staff.
- Maintain appropriate inventory control.
- Ability to keep current with industry trends and training. Assist with mechanical problems in other departments and guests in emergencies.
- May perform duties from other positions as needed or assigned to maintain proper operations of the resort property.

KNOWLEDGE, SKILLS, AND ABILITIES

- High school diploma, GED, or five to seven years of applicable experience in mechanical trades. Must hold appropriate license/certification for the specialized work to be done.
- Knowledge of manual and electrical hand tools, large equipment, and motorized vehicles.
- Ability to analyze and respond appropriately to emergency situations and to recognize, secure, and report unsafe conditions immediately. Must have knowledge of safe working techniques and safety equipment and must be aware of typical workplace hazards as well as special hazards (e.g., biohazards, chemicals)

- Ability to work unsupervised on a variety of job tasks, from simple to complex.
- Organization and attention to detail, positive attitude, commitment to exceptional customer services, and ability to work as part of a team.
- Experience in the resort/hospitality industry helpful.

LICENSURE / CERTIFICATIONS REQUIREMENTS

- Valid Driver's License.
- Participation in ongoing training and education.

PHYSICAL REQUIREMENTS / WORKING CONDITIONS

- Willing and available (and be punctual) for early morning shifts, which may include emergency calls, or weekend assignments and some holidays.
- Must be able to lift and stack objects up to 75 pounds occasionally and frequently exert 10 to 30 pounds of force to lift, carry, push, and pull or otherwise move objects.
- Work involves frequent periods of standing and walking, which may include climbing ladders and staircases.
- Work involves stooping, kneeling, crouching, twisting/turning and reaching, bending at the waist for prolonged period of time.
- Must be able to perceive the nature of sound, utilize near and far vision, depth perception, provide oral information, and possess the manual dexterity to handle and work with various materials and objects which are essential aspects of this position.
- Outdoor work environment with exposure to weather extremes.

I understand that the job description is not a comprehensive list of my job duties, and it is up to me, along with the Director of Agronomy's guidance, to determine the best and most efficient way to accomplish my job duties and responsibilities. I also understand that should my job duties change significantly, which may occur based on the business needs of Owl's Nest Resort; it is my responsibility to notify the Director of Agronomy so that my job description is updated accordingly. I acknowledge that the job description will be used as the basis for my performance review.

Signature

Printed Name

Date