GROUNDS SUPERINTENDENT

FUNCTION OF THE JOB

Under general supervision to direct and perform golf course and county grounds maintenance; performs other duties as required.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES

1. Plans, organizes, directs, and performs golf course and county grounds maintenance work as assigned.
2. Prepares detailed work programs and assigns personnel and equipment to work projects.
3. Checks work in progress and completed work.
4. Trains, evaluates, and supervises staff.
5. Directs golf course maintenance personnel in the operation of all golf course equipment.
6. Orients, trains and instructs employees in proper golf course maintenance activities and safety practices and procedures.
7. Instructs employees in the safe handling and application of chemicals and monitors for proper usage.
8. Instructs employees in and assures preventive maintenance of equipment, facilities, and grounds.
9. Diagnoses and prescribes proper treatment for turf, tree, and shrub diseases.
10. Inspects the facilities and projects to determine if golf course maintenance work is being done properly.
11. Coordinates and leads snow removal for the county government center and exposition center.
12. Maintains an inventory and requisitions materials, supplies, tools, and equipment.
13. Assists in developing the annual budget.
14. Establishes and maintains effective working relationships with the staff and the public.
15. Provides information to the general public.
16. Keeps records and makes reports.
17. Performs other duties as required.

QUALIFICATIONS

Essential Knowledge and Abilities

1. Considerable knowledge of current methods of development, management and care of golf courses and grounds.
2. Considerable knowledge of the practices, procedures, tools, materials, and equipment used in golf course and grounds maintenance work.
3. Considerable knowledge of the operation and care of maintenance equipment and tools.
4. Working knowledge of fertilizers and turf, tree, and shrub diseases.
5. Ability to maintain and develop golf course properties and their facilities.
6. Ability to plan, organize, direct and perform golf course and grounds maintenance work.
7. Ability to train employees in duties, in chemical handling and in safety practices and procedures.
8. Ability to establish and maintain effective working relationships with the staff and the public.
9. Ability to effectively interact with sensitivity with persons from diverse cultural, socioeconomic, educational, racial, ethnic, and professional backgrounds, and persons of all ages and lifestyles.
10. Ability to keep records and make reports.

QUALIFICATIONS (continued)

Training and Experience

1. High school graduation or GED equivalent.
2. Five (5) years experience in the maintenance of a golf course or directly related work.
3. Recognized post high school education with specialization in park or golf course management, landscape architecture or a directly related field may be substituted on a year-for-year basis for up to four years of the required work experience.
4. The following work assignments require the possession of a valid Class 'A' Commercial Driver's License from the State of Wisconsin within twelve (12) months of date of hire.
    a. Moor Downs Grounds Superintendent.