



THE ROYAL OTTAWA GOLF CLUB

BackShop Attendant

Position Summary:

The Royal Ottawa Golf Club has an exciting opportunity for a **several Backshop Attendants** to join the Royal team. The Backshop Attendant will act as a key member of the **Golf Operations Team**. Reporting to the Assistant Golf Professionals, the BackShop Attendant will be responsible for all aspects of the Club's Member experience when it comes to Golf. The BackShop Attendant plays a key role as the face of the Club to our Members ensuring they receive a Royal Welcome have all their service needs met.

The BackShop Attendant is primarily responsible for ensuring the quick and efficient service of all Golf related items and information to our Members. The position requires an outgoing personality, immense work ethic, professionalism, and is ideal for customer service staff experienced in a fast-paced work environment. Good communication and organizational skills are also required.

Job Responsibilities:

- Greeting Members and Guests as they start their rounds of Golf;
- Prepare Golf bags neatly in the appropriate locations;
- Provide courteous and efficient service to golfing members and guests;
- Pull bags from BackShop storage at the Member's request
- Clean clubs and bags after the Member's rounds;
- Operating a ball picker;
- Opening and closing responsibilities;
- Maintenance, cleaning & refuelling of golf carts;
- Maintenance of short game area and driving range;
- Other duties as assigned.

Qualifications:

- Shifts are spent almost entirely on your feet and can be fast paced. The ability to lift and carry golf bags is essential;
- Enthusiasm and team player attitudes are a must in order to succeed;
- Customer Service experience an asset, but not required
- Ability to work a flexible schedule based on business needs;
- Detail orientated and meticulous;
- Strong time-management and organizational skills;
- Golf knowledge asset - but not required;

Salary details:

The Royal Ottawa Golf Club is a unionized workplace, providing earnings stability and a incentive program based on performance and golfing privileges. Full-time staff have access to a comprehensive benefits package, pension plan, and RRSP matching.

Both full-time and Part-Time hours are available.

Hourly Rate: \$14.25/hour