

JOB DESCRIPTION

Assistant Greenkeeper

RESPONSIBLE	To	Head Greenkeeper
	For	N/A

GENERAL DESCRIPTION OF DUTIES

To assist, as a member of the greenkeeping team, in the technical aspects of the Poult Wood grounds maintenance.

SPECIFIC DUTIES

1. To assist with greenkeeping and horticultural duties as required by the course maintenance programme and as directed by the Head Greenkeeper, in order to maintain the courses to the highest possible standards.
2. To operate, clean and maintain plant and machinery in a safe fashion.
3. Maintain knowledge in relation to training and development.
4. To ensure the safe storage and handling of all materials, tools, equipment and chemicals, making certain that they are maintained in an ordered manner.
5. To observe safe working practices at all times but especially when handling substances hazardous to health and operating or handling powered equipment and vehicles.
6. To assist customers and ensure that any comments or complaints are handled with courtesy and reported to the Head Greenkeeper as soon as practicable.
7. To assist in the maintenance of security of the course and related buildings, including the maintenance depot and stores.

This job description is not intended to exclude any task, which the post holder might reasonably be required to undertake.