



## **NOW HIRING**

### **Golf Course Ranger Village Links of Glen Ellyn**

**[www.villagelinksgolf.com](http://www.villagelinksgolf.com)**

#### **DESCRIPTION:**

The Golf Course Ranger at the Village Links of Glen Ellyn is someone who is excited about providing outstanding guest services, is a problem solver with strong work ethic and leadership skills, and understands that guest satisfaction always takes priority, but that efficient operations make it possible.

The job duties of the Golf Course Ranger include, but are not limited to, greeting guests on the course, reporting round times to the Golf Services Supervisor on duty, monitoring pace of play, and informing guests of their pace. Position reports to the Golf Services Supervisor on duty.

#### **ESSENTIAL FUNCTIONS:**

- Regularly engage guests to insure outstanding guest experience daily.
- Communicate pertinent information with Guests which will influence maximum enjoyment of their rounds
- Monitor pace of play on the course, using approved methods to assist golfers to achieve desired results
- Assist golfers on the course with any needs which may arise during the round
- Keep Supervisor informed on the current pace of play, notifying him/her of any issues in a timely manner
- Assist in maintaining clean, well presented golf course grounds and facility as appropriate
- Assist management in miscellaneous other duties as directed

#### **QUALIFICATION REQUIREMENTS:**

- High school diploma or GED preferred, or two years relevant experience.
- Must be at least eighteen (18) years of age.
- Ability to maintain a professional demeanor and communicate effectively with customers, employees, and the general public.
- Ability to perform basic mathematical calculations.
- Ability to operate various types of equipment – standard office equipment, including telephone, copier, computer and related software (e.g. MS Office Suite), and point of sale systems a plus.
- A valid driver's license.

#### **SALARY / BENEFITS:**

Starting wages for this seasonal position is Illinois minimum wage, \$14.00 per hour, with any hours over 40 in a week earning time and a half.

**HOW TO APPLY:**

1. Interested candidates should submit their application and resume to Golf Operations Manager Trevor Hollowed at the Village Links Pro Shop.
2. Chosen candidates will be required to successfully pass a pre-employment criminal background check and reference check.
3. Several positions are available and will remain open until filled.

*Candidates requiring reasonable accommodations under the Americans with Disabilities Act should contact Human Resources at 630-469-5000.*

**THE VILLAGE OF GLEN ELLYN IS AN EQUAL OPPORTUNITY EMPLOYER**