



## **Facility Description**

Located in Atlanta Georgia, East Lake Golf Club is a world class private golf facility. We host a large array of golf events throughout the year. Including the PGA TOUR's year end TOUR Championship and The East Lake Cup a collegiate match play competition. Our focus is on providing the highest level of service for our members and guest.

## **Job Description**

This is a part-time job hourly position. You can expect between 10-35 hours a week depending on time of year and your availability. With customer service at the core of all responsibilities. The Outside Service Attendants duties are but not limited to the following:

### **Valet**

- Greet all members and guest upon arrival and departure
- Assist with loading, unloading and movement of golf clubs and luggage
- Park member and guest vehicles
- Maintain organized records of the days parking
- Keep Valet staging area clean

### **Practice Facility**

- Pick, clean and restock range balls throughout the day
- Keep practice greens and bunkers clear of balls
- Pick up trash and maintain cleanliness as needed
- Carry golf bags to and from hitting stations if necessary

### **Skills and Abilities**

- Regular and reliable attendance
- Friendly & personable with a willingness to engage with others
- Ability to follow instructions and communicate with management

### **Requirements**

- Must have a valid GA drivers license with no more than 1 traffic violation within the past 5 years (No DUI's)
- Reliable and timely
- Able to work early morning, late evenings and weekends
- Lift up to 50 pounds
- Run or sprint short distances
- Stand for extended periods of time
- Able to withstand exposure to heat, cold and elements of nature

We are looking for hard working and dependable individuals with a professional appearance and attitude.