



Employment Opportunity

Golf Shop Attendant

Ballantrae Golf Club

The City of Pelham's Ballantrae Golf Club is currently accepting applications for the part-time position of Golf Shop Attendant.

Representative List of Essential Duties and Responsibilities: The list is not intended to be all-inclusive nor exclusive but is intended to provide examples of typical duties performed.

- Handles point of sales transactions; including cash, credit card and member charges.
- Books tee times.
- Sells golf club shop merchandise.
- Provides members and guest friendly customer service.

Supervisory Responsibilities: This job has no supervisory responsibilities.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include Close vision, Distance vision, Peripheral vision, Depth perception, and Ability to adjust focus. While performing the duties of this Job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk or hear. The employee is occasionally required to sit and taste or smell.

Compensation: The compensation range for this position is \$ 13.00 per hour.

Applications are available on the City's website and can be downloaded. A completed application and resume are required and may be emailed to HR@pelhamalabama.gov or mailed to the City of Pelham, Human Resources, at P.O. Box 1419, Pelham, AL 35124. The final date to apply is Monday, June 26, 2023, at 5:00 PM.

The City of Pelham does not discriminate on the basis of race, sex (including pregnancy), color, age, national origin, disability, or any other protected status. We base our hiring decisions on a variety of factors, including skills and ability to perform the job, prior employment experience, employment references as to character and willingness to work, willingness to accept the offered salary, and personal interviews. The City of Pelham is an equal-opportunity employer.