

Logansport Parks & Recreation Department
Job Description: Golf Mechanic

Accountable to: Golf Maintenance Superintendent

Purpose: To repair and maintain all golf vehicles and equipment and to assist in maintaining the course and maintenance projects.

Qualifications:

- 1) Is trained & knowledgeable in operating & maintaining the following equipment:
 - a) Tractor
 - b) Weed Whips
 - c) Push & Riding Mower
 - d) Chemical Sprayer
 - e) Fertilizer Spreader
- 2) Is trained and knowledgeable in repair of small engine, automobiles repair, brake, and hydraulic systems.
- 3) Prefer ability to utilize computer for record-keeping.

Essential Duties & Responsibilities:

- 1) Assists Superintendent in all aspects mowing, trimming and landscaping.
- 2) Assists Superintendent in all projects requiring basic carpentry & plumbing.
- 3) Assists Superintendent to follow OSHA safety restrictions.
- 4) Is responsible for upkeep on all park vehicles and equipment.
- 5) Is responsible for returning all tools and machinery to its proper place.
- 6) Is responsible for keeping maintenance storage facilities neat & in order.
- 7) Takes the responsibility for supervising maintenance staff when superintendent is absent.
- 8) Takes advantage of educational opportunities that improve ability to do job with greater efficiency.
- 9) Keeps daily record of completed tasks.
- 10) Helps in keeping maintenance record of machinery.
- 11) Performs other related essential duties as required.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements.