



Pro Shop Attendant

Job Summary

We are seeking dedicated and enthusiastic Pro Shop Attendants to join our team for a seasonal period mid-March until Mid-November beginning with the 2025 golf season. This role is essential in providing excellent customer service and ensuring a welcoming environment for all guests. The ideal candidate must have the ability to engage customers effectively while managing sales transactions. Candidate must be at least 19 years of age, able to work both morning or afternoon shifts, weekday and weekend shifts. Benefits include play privileges, meals and discounts on merchandise.

Responsibilities

- Greet customers warmly and assist them with their tee time reservation, golf league or outing gatherings or inquiries regarding various golf merchandise.
- Operate cash registers and Clover POS systems efficiently, ensuring accurate transactions.
- Exhibit strong computer skills in managing tee time reservations.
- Maintain efficient opening and/or closing procedures to assure timely operations.
- Maintain an organized and visually appealing working space, including restocking merchandise and snack bar supplies as needed.
- Utilize basic math skills to handle cash, process payments, and provide change accurately.
- Provide exceptional customer service, addressing any concerns or questions promptly.
- Exhibit strong phone etiquette when handling customer calls or inquiries.
- Assist with other staff members, including cart professionals and snack bar attendants, when necessary to ensure smooth operations.

Experience

- Previous experience in the golf industry, customer service or other similar environment a plus, but not mandatory.
- Strong cashier, POS system experience and retail math is advantageous.
- Strong communication skills with an emphasis on phone etiquette are essential.
- A willingness to learn and adapt in a fast-paced environment while demonstrating supervisory skills when required.

Join our team as a Pro Shop Attendant where you can showcase your customer service skills while contributing to a positive shopping experience for all our visitors!