



San Pasqual Band of Mission Indians
Position Vacancy

Position Title: Outside Service Attendant	Posting Date: April 15, 2019
Position Reports to: Head Golf Professional	Employment Category: Part-Time; Regular
Department: Outside Service	Internal Preference closing date: April 22, 2019

Position Summary

Outside Service Attendant will participate in the day to day support functions at the Woods Valley Golf Club. The Attendant will report directly to Head Golf Professional.

Principal Duties and Responsibilities

- Support day to day golf course activities
- Picking up the range balls and debris on the practice facilities
- Washing and detailing golf cars, cleaning restrooms and the golf course
- All duties of the position shall be performed with a commitment to the highest level of customer service and total satisfaction of all customers
- Greet Tribal Members, golfers, vendors and other individuals doing business at the golf course
- Assist with all opening and closing procedures.
- Help set-up and breakdown of tournament and weekly events including pre-tournament set up, post-tournament duties.
- Assist with managing golf car operations and practice facility.
- Must be able to lift 50 pounds from floor to above shoulder line.
- Must be able to follow clock in/clock procedures along with meal break procedures.

EXPERIENCE / QUALIFICATIONS / SKILLS

- Understanding in written and oral business communications
- Must pass a drug test
- Must undergo a background check
- Must be available to work holidays and weekends

REQUIRED EDUCATION / CERTIFICATIONS:

- High School/GED
- Valid California Driver's License

Individuals who are interested in should email at hr@sanpasqualtribe.org or complete an application at the Tribal office located at: 16400 Kumeyaay Way, Valley Center, CA 92082.

In accordance with the Policies and Procedures, San Pasqual Band of Mission Indians will at all times and for all positions gives hiring, transfers and promotional preferences to qualified applicants in the following order. 1. San Pasqual Band of Mission Indians members. 2 San Pasqual Band Member Spouse and 1st generation lineal descendants 3. San Pasqual Band of Mission Indians Lineal descendants. 4. Other American Indians. 5 All Others.