



CITY OF GERING

Job Posting Notice

Job Title: Assistant Golf Course Superintendent

Department: Golf Maintenance

Pay Scale: \$21.96 - \$32.44/hourly (based on experience & longevity)

Application Deadline: 4:00pm, Friday, December 13, 2024

Job Description: Attached

An Equal Opportunity Employer, Only U.S. citizens and aliens authorized to work in the United States will be hired and all employees are required to complete a verification form.

Advance your career as an Assistant Golf Course Superintendent and become part of our succession planning for future leadership opportunities! In this key role, you'll work alongside the Golf Superintendent to maintain a pristine course and facilities, ensuring top-notch playability and aesthetics. From agronomic management and irrigation to leading improvement projects and mentoring grounds staff, this position offers a balance of hands-on work and leadership. Ideal candidates bring expertise in turfgrass management, equipment maintenance, and a passion for golf course excellence. If you enjoy making every round of golf exceptional and are ready to grow professionally and contribute to the future of our course, we want to hear from you!

To apply, please submit your resume and cover letter, along with your application, detailing your qualifications. Submit via email, fax, or in person.

City of Gering
Shannon Goss
1025 P Street/PO Box 687
Gering, NE 69341
Phone: 308-436-6848
Fax: 308-436-6899
sgoss@gering.org



Application Instructions

Please read and understand these statements before signing your job application.

1. **Complete Application:** You must complete the job application in its entirety. References to "see resume" are not sufficient. The application will be used for the initial review to select applicants for interviews.
2. **Resume & Cover letter are required:** A resume and cover letter must be submitted with the job application.
3. **Truthful Information:** The information provided in this job application must be true. False or misrepresented information will result in the rejection of your application or termination of employment if discovered after hiring.
4. **Authorization to Verify Information:** By signing this application, you authorize the City of Gering to obtain information from previous employers, educational institutions, and other parties to verify the accuracy of the information provided.
5. **Waiver of Claims:** You waive all rights and claims against the City of Gering for seeking and using this information to evaluate your application.
6. **Position-Specific Application:** This application is only for the position you are currently applying for. If you wish to apply for another position, even if it is the same classification, you must complete and submit a new application.

Reason for leaving

Company Name _____

Telephone _____

Address _____

Starting Pay _____

Supervisor's Name _____

Ending Pay _____

Job Title _____

Employment Dates:

Describe your work _____

From: _____

To: _____

Reason for leaving _____

Company Name _____

Telephone _____

Address _____

Starting Pay _____

Supervisor's Name _____

Ending Pay _____

Job Title _____

Employment Dates:

Describe your work _____

From: _____

To: _____

Reason for leaving _____

We may contact the employers listed above unless you indicate those you do not want us to contact.

PLEASE READ AND UNDERSTAND THIS STATEMENT BEFORE SIGNING YOUR APPLICATION:

The information provided in this Application for Employment is true. False, incomplete, or misrepresented information will be sufficient cause for my application to be rejected, or, if discovered after employment, cause for immediate termination of my employment.

I authorize the employer to obtain information about me from previous employers, educational institutions, and other parties to verify the accuracy of information in this application, a related employment resume, or personal interview. I waive all rights and claims I may otherwise have against the employer or its representatives, for seeking, and using information to evaluate my employment request and all other persons who provide information for this purpose.

This application will expire in 30 days. Unless otherwise notified, I understand that my status as an applicant will end. I may re-apply for employment in the future by completing a new application.

This application is not an employment agreement. If I accept an offer of employment I understand the employer may

terminate my employment at any time, with or without cause and without prior notice, unless required by law. I understand that no one, other than an executive officer of the employer, has authority to enter into any employment agreement with terms contrary to the foregoing and then only in writing signed by such officer.

I accept all terms and conditions in the above statement.

Signature

Date

PLEASE RETURN TO CITY OF GERING ADMINISTRATION OFFICES:

1025 P Street
Gering, NE 69341

Phone: 308-436-6848

Fax: 308-436-6899

or email to sgoss@gering.org



JOB DESCRIPTION

Title: Assistant Golf Course Superintendent

Department: Golf Maintenance

Reports to: Golf Course Superintendent

Pay Grade: GENERAL/17

Date Adopted: November 2024

Previous Revision Date:

Last Revision Date:

Type: Full Time Part Time Seasonal

FLSA: Exempt Salary Non-

Exempt Hourly

Union: Yes No

Safety Sensitive: Yes No

Job Summary:

The Assistant Golf Superintendent assists in managing and maintaining the golf course and associated grounds and facilities, ensuring that the greens, fairways, bunkers, and other areas meet the highest standards of quality and playability. This position works under the direction of the Golf Superintendent, supervising grounds staff, implementing agronomic programs, and ensuring safety and regulatory compliance. The Assistant Superintendent acts as the Golf Superintendent in their absence.

Essential Functions:

- **Course Maintenance:**
 - Supervise and assist with mowing, aeration, fertilization, irrigation, pest control, and general turf care. Oversee bunker maintenance, ensuring proper edging, cleanliness, and consistent sand depth.
- **Irrigation Management:**
 - Operate, repair, and maintain irrigation systems, ensuring proper water distribution and optimal usage.
- **Agronomic Programs:**
 - Assist planning and implement topdressing, overseeding, and aerification schedules.
 - Assist in applying pesticides and fertilizers in accordance with environmental guidelines.
- **Equipment Maintenance:**
 - Operate and oversee the use of groundskeeping equipment, ensuring proper care and functionality.
- **Project Coordination:**
 - Collaborate with the Golf Superintendent on course improvement projects and special initiatives.
- **Administrative Tasks:**
 - Maintain detailed records of pesticide usage, fertilizer applications, and course conditions.
 - Assist with budget preparation, purchasing, and inventory management.
- **Other Duties:**
 - Perform tree planting, pruning, and removal.
 - Conduct snow removal on the golf course and designated city properties.
 - Communicate regularly with pro-shop staff and course users about maintenance schedules and improvements.

Qualifications:

- **Education and Experience:**
 - Associate's or Bachelor's degree in Turfgrass Management, Agronomy, Horticulture, or a related field preferred.
 - Minimum of 2 years of experience in golf course maintenance or a related role.
 - Any combination of education and experience that provides the necessary knowledge, skills, and abilities.
- **Necessary Knowledge and Skills:**
 - Proficient in computer use, knowledge in Microsoft Office and other applications.
 - Knowledge and proficiency in operating and managing computerized irrigation systems.
 - Proficient in operating and maintaining various types of groundskeeping equipment, tools, and irrigation systems.
 - Strong understanding of turfgrass management, plant care, pest control, and chemical applications.
 - Ability to perform physically demanding tasks, including lifting heavy equipment, standing, bending, and working outdoors in various weather conditions.
 - Keen eye for detail to ensure the course is kept in pristine condition and all equipment is properly maintained.
 - Ability to prioritize tasks, work efficiently, and meet deadlines.
 - Leadership skills with the ability to motivate and manage a team effectively.
 - Excellent problem-solving, communication, and organizational abilities.
 - Knowledge of safety protocols related to equipment use, chemical application, and working in outdoor environments.
 - Knowledge of and/or ability to play the game of golf. Understanding how job performance affects the playing condition of the golf course.
- **Special Requirements:**
 - Valid NE Pesticide Applicators License or ability to obtain within 90 days.
 - Valid NE Driver's License and maintain a safe driving record.

Tools & Equipment Used:

An Assistant Golf Superintendent uses a wide range of tools and equipment to maintain the course and keep machinery in top working condition. Below are some of the most used items:

- Utility vehicles, lawn and landscaping equipment, including a variety of tractors and mowers, aerifier, edgers, weed trimmers, spraying equipment, sprinklers, and irrigation systems.
- Miscellaneous hand and power tools for tree and turf maintenance such as chainsaw, woodchipper, blade sharpeners or grinders, electric motors or pumps, and welding equipment.

Physical Demands:

The physical demands outlined here represent those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform these essential functions.

- Manual dexterity required for operating various equipment.

- Regularly reach, stand, and walk. Occasionally sit, climb, balance, stoop, kneel, crouch, or crawl.
- At times, may need to work at considerable heights.
- Frequently lift and/or move up to 50 pounds; occasionally lift/move up to 100 pounds.
- Vision abilities: Close, distant, color, peripheral, depth, and ability to adjust focus.

Work Environment:

- Regularly works outside in various weather conditions.
- Frequently works near moving mechanical parts and is exposed to wet, humid conditions
- Exposed to vibration and occasional electric shock.
- Exposed to fumes, airborne particles, and toxic or caustic chemicals.
- Noise level is usually loud.
- Use of protective equipment, including masks, goggles, and gloves, is required.

Supervisory Responsibility: May oversee seasonal, temporary, and full-time employees as required or assigned.

Disclaimer: This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed for individuals with this job title. However, this job description is not intended to be an exhaustive list of all qualifications, skills, efforts, duties, responsibilities, or working conditions associated with the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approved:

Pat Heath

City Administrator

11/26/24

Date