

JOB DESCRIPTION

JOB PROFILE	
Job Title: Greens Keeper	Department: Operations
Reports to: Manager, Estate and Operations Foreman Daily Wage Grade 8, \$244.00 per day	Direct Reports: Manager, Estate and Operations Foreman
Job purpose: The incumbent performs activities relating to the sanitation maintenance on buildings and areas for public use.	

Responsibilities		
<ul style="list-style-type: none"> • Mowing of Golf Course. • Ensuring that equipment used are in good working order and to report any malfunctioning to the Foreman. • Checking oil and gas level of equipment each day before operating. • Applying chemicals on Golf Course. • Cleaning, raking, weeding and trimming of grass areas. • Edging, watering and planting of grass on Golf Course. • Any other related duties that may be assigned. 		
REQUIRED COMPETENCIES		
CORE <ul style="list-style-type: none"> • Service excellence • Professionalism • Teamwork • Respect for others 	TECHNICAL <ul style="list-style-type: none"> • Ability to use technical ability in the area of extinguishing fires, outing fires etc. The ability to use all equipment and /or tools relating to pruning and fire fighting. 	BEHAVIOURAL <ul style="list-style-type: none"> • Trustworthiness • Results oriented • Customer relations

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QUALIFICATIONS

- Skills consistent with the ability to use simple mechanical equipment and /or tools.
- The ability to utilize basic literacy and numerical skills.
- Ability to understand and follow oral and written instructions.
- Ability to establish and maintain effective working relationships with other employees.
- Any equivalent combination of training and experience

MAJOR INTERNAL RELATIONSHIPS: Major internal contacts necessary to perform the job.

- Foreman
- Manager, Estate and Operations
- HSE Officers

MAJOR EXTERNAL RELATIONSHIPS: Major external contacts necessary to perform the job.

- Internal Customers
- External Customers

Date	Employees Signature	Human Resource Manager's Signature