**Golf Job Description of the Future**

|  |  |
| --- | --- |
| **JOB OVERVIEW** | |
| **JOB TITLE** | **Name of the role** |
| **DEPARTMENT** | **Which area of the business is it in?** |
| **REPORTS TO** | **Who is their boss?** |
|  |  |
| **GENERAL JOB DESCRIPTION** | |
| **3 sentences of what they do.** | |
| **DUTIES & RESPONSIBILITIES** | |
| **List 5 of what they are required to do** | |
| **EDUCATION & TRAINING** | |
| **List 3 of education needed to do this job** | |
| **KNOWLEDGE & EXPERIENCE** | |
| **How many years of experience is needed in a certain area/** | |
| **SKILLS & ABILITIES** | |
| **List 10 skills needed for this role** | |
|  |  |
| **WORKING CONDITIONS** | |
| **WORK ENVIRONMENT** | **Where will this person work? What is the environment? 3 sentences** |
| **HOURS / SHIFTS** | **How many hours a week do they work?** |
| **SALARY** | **How much do they make per year and per hour?** |
| **BENEFITS** | **What perks will there be of the job not dealing with salary? List 0-5 benefits** |
| **OTHER** | **Add any additional information about the job.** |

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|  | |
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| **WORKING CONDITIONS** | |
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| **BENEFITS** |  |
| **OTHER** |  |