

CITY OF SOUTHFIELD PARKS AND RECREATION
JOB OPPORTUNITY ANNOUNCEMENT

JOB TITLE: Golf Starter/Cashier – Evergreen Hills Golf Course

CLASSIFICATION: Non-Career/Seasonal or continuing part-time

PAY RATE: \$11.00 per hour

LOCATION: 26000 Evergreen Rd, Southfield, Michigan 48076

WORK SCHEDULE: Up to 40 hours weekly as scheduled, Late March - November

JOB DUTIES:

- Greet and Welcome guests.
- Open, operate computerized tee sheet and close the shop.
- Operate point of sale, accurate cash handling.
- Ensure displays in pro shop are neat, stocked and clean.
- Professionalism in person and on the phone.

JOB REQUIREMENTS:

- Must be a high school graduate or equivalent.
- Must be able to perform the essential functions of the job with or without accommodation.
- Must possess a valid Michigan driver's license and a good driving record as determined by the City.
- Good organizational, computer and verbal communication skills.
- Previous experience helpful.

Applicants will be invited to further participate in the selection process once a driving record and criminal history background check has been cleared.

APPLY AT: City of Southfield Parks and Recreation Department,
26000 Evergreen Road, Southfield, MI 48076,
or e-mailed to Cathy Fresia at cfresia@cityofsouthfield.com.

Applications can be downloaded from the City of Southfield's web site at www.cityofsouthfield.com.

This is a "continuous" recruitment. Applications will be accepted until there are sufficient applicants to meet the City's recruitment needs. As such, interested persons should make application promptly.

This announcement is only a summary of the position, its duties, job requirements and compensation. Further information is available from the Parks & Recreation Department. The City of Southfield does not discriminate in its employment or any other programs or activities on the basis, of sex, race, color, age, height, weight, marital status, national origin, religion, arrest record, physical or mental disability, family status, sexual orientation, gender identity or any other protected category. We provide reasonable accommodation for qualified individuals with a disability if requested.

AN EQUAL OPPORTUNITY EMPLOYER M/F/V/H, DRUG FREE WORKPLACE

Caf01.03.2022



Individuals with special needs who may require assistance with the application process should contact the Human Resources Department at (248) 796-4700 (voice) or via email at hrsupport@cityofsouthfield.com if auxiliary aids or services are needed. Reasonable notice is required.