

Job Title: Landscape Gardener  
Department: Landscape  
Reports to: Landscape Director  
Date: July 2018  
Job Group: Non-Exempt

Position Summary: Maintain landscaping around the golf course, clubhouse and other club facilities, including parking lots.

Essential Job Functions:

- Plants and maintains ornamental shrubs and trees
- Mow turf grass at Club grounds and other designated areas.
- Trims around trees and ornamentals at Clubhouse and other designated areas.
- Prepares soil plant beds, establishes by seed or transplants and maintains annual and perennial flowers in aesthetic arrangements.
- Plant and maintain ornamental shrubs and trees.
- Rake, blow and collect leaves and debris.
- Edges curbs, sidewalks, and ornamental beds.
- Fertilizes, waters and weeds ornamental beds, flower beds, and selected turf grass areas.
- Place safety procedures as a number one priority.

Other Duties & Responsibilities

- Spreads mulch or pine straw where needed.
- Lay or remove sod where designated.
- Clean shop according to designated schedule.
- Maintain and operate all equipment in a safe efficient manner.
- Clean, wax and hand dry all equipment after use.
- Report any machine malfunction to Golf Course Mechanic or Supervisor.
- Check fuel and oil levels before leaving equipment.
- Fuel equipment up at the end of each use. Always turn engines off when fueling equipment.
- May perform other assignments and duties, as area needs require.

Skills & Knowledge:

- Ability to understand and interpret directions and company policies and procedures
- Ability to use mechanical and power equipment in the maintenance of ornamental plants, trees and turf.
- Prior experience preferred but not required.
- Ability to safely operate trucks and motorized equipment.

Licensure/Certification:

- None

Special Working Conditions:

- Work is primarily performed in an outside environment and involves moving materials up to 50 lbs, exposures to chemicals and pesticides, excessive noise levels, fumes, grease & oil, dust, extreme heat and humidity, flying golf balls, and various machinery and equipment.
- Work schedule may include overtime, holidays and weekends.