

Position – Pro Shop Attendant

Work and play at St. Andrews By The Lake Golf Resort, an award-winning golf course in the South Okanagan. St. Andrews is an executive golf course 15 minutes south of Penticton, located in picturesque hills above Kaleden and 10 minutes from Okanagan Falls.

We are looking for attendants to work part-time in our Pro Shop.

All employees have access to resort amenities.

Responsibilities

- Greet customers in person and by phone.
- Book tees times in ChronoGolf (program).
- Accept payments for fees and golf merchandise using payment terminal.
- Enter purchases in ChronoGolf and generate daily reports.
- Assist with labelling merchandise.
- Ensure the shop area is clean, organized and tidy.
- Check in rooms guests and respond to inquiries.
- Other duties as assigned.

Qualifications

- Excellent customer service skills.
- Ability to work well with other employees.
- Ability to use a computer and working knowledge of Word, Excel, PowerPoint and email.
- Detail oriented.
- Experience in retail or an office.
- Knowledge of golf and golfing rules an asset.
- Valid driver's licence.

Benefits

- Discounted food.
- Free golf.
- On-site gym.
- On-site parking.
- Pro Shop discount.

Pay: \$18.50 - 20.00 per hour depending on experience

Job Type: Part-time, Casual, Seasonal (April – October)

Hours: 6 – 8 hours/shift

Please email your resume to: jobs@standrewsbythelake.com

No phone calls or emails please. Only those selected for an interview will be contacted.