

# **CITY OF CHATTANOOGA**

## **Classification Specification Title: Assistant Superintendent Golf Courses**

**Department: Parks & Outdoors**

**Pay Grade: GS.08**

**Supervision Received From: Super. Golf Courses**

**FLSA Status: Non-Exempt**

**Supervisory Responsibility For: None**

**Established: 8/16/23**

**Revision Dates: 3/28/25;**

**8/27/24; 10/20/23**

### **CLASSIFICATION SUMMARY:**

The purpose of this classification is to assist the Superintendent, Golf Courses in the planning and execution of daily maintenance operations and special projects of the golf courses.

### **SERIES LEVEL:**

The Assistant Superintendent Golf Courses is the first level of a two-level superintendent golf series.

### **ESSENTIAL FUNCTIONS:**

*(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)*

Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, and counseling.

Evaluates requirements for the completion of projects and daily functions, and accordingly configures the most efficient use of time, effort, materials, and equipment.

Maintains golf course by mowing greens, tees, fairways, roughs, and by aerating, sodding, and applying topdressing and overseeding; operates and maintains irrigation and drainage systems.

Identifies turf-related diseases, insect and weed infestation, and applies appropriate fertilizer, pesticides, or other chemicals as necessary.

Instructs personnel in proper, effective, and safe operation of equipment; performs preventive maintenance and minor repairs on equipment.

Assists in construction of fences, enclosures, birdhouses and other small structures.

Participates in the designing and building of greens, tees, bunkers, and other landscaping structures; coordinates subcontractors for projects; documents and photographs progress of projects.

Responds to emergency and weather-related calls during off-duty hours as required.

Maintains and replenishes inventory of necessary supplies, materials, and equipment parts.

Performs other assorted tasks as necessary including tree pruning and removal, masonry, painting, and snow and ice removal.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Performs other duties as assigned.

DEPARTMENT SPECIFIC DUTIES (if any):

**MINIMUM QUALIFICATIONS:**

Vocational/Technical degree with training emphasis in golf course or landscaping maintenance; supplemented by one (1) to two (2) years previous experience and/or training involving golf course management or landscaping; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess or obtain a Tennessee Pesticide Applicator Certification.

**LICENSING AND CERTIFICATIONS:**

None

**KNOWLEDGE AND SKILLS:**

The ability to calculate and/or tabulate data. Includes performing subsequent actions in relation to these computational operations. The ability to apply principles of persuasion and/or influence over others in a supervisory capacity. The ability to operate and control the actions of equipment, machinery, tools and/or materials requiring complex and rapid adjustments. The ability to utilize a wide variety of reference, descriptive, and/or advisory data and information. The ability to perform addition, subtraction, multiplication, and division; the ability to calculate decimals and percentages; the ability to utilize principles of fractions; and the ability to interpret graphs. The ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives. The ability to exercise judgment, decisiveness and creativity in situations involving a variety of generally pre-defined duties which are often characterized by frequent change.

**PHYSICAL DEMANDS:**

Tasks require the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds). Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, taste, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

**WORK ENVIRONMENT:**

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up-to 20 pounds of force frequently, and/or up-to 10 pounds of force constantly to move objects. Incumbents may be

subjected to moving mechanical parts, vibrations, fumes, dusts, chemicals, and extreme temperatures.

**SPECIAL REQUIREMENTS:**

Safety Sensitive: N

Department of Transportation - CDL: N

Child Sensitive: N

The City of Chattanooga, Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.