

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 3753

TITLE: Golf Course Superintendent I

GRADE: S-20

DEFINITION:

Under general supervision, manages and supervises the maintenance of a nine hole golf course and associated buildings and grounds that may include a driving range, miniature golf course, tennis courts or other park facilities.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

The Golf Course Superintendent I has independent management responsibility for golf course maintenance and requires technical knowledge of turfgrass management practices. The Golf Course Superintendent I is distinguished from the Golf Course Superintendent II by the fewer golf holes maintained and the correspondingly limited responsibilities for resources and revenues at a short course. Receives guidance or instructions when assignment requires unusual or special practices.

ILLUSTRATIVE DUTIES:

Manages the maintenance and operation of a medium sized fleet of greens mowers, fairway movers, trim mowers, rough mowers, utility vehicles, spray tanks, sand trap rakes, seeders, aerators, etc.;

Develops and implements a detailed turf management plan for assigned greens, tees, roughs and lawn areas;

Establishes criteria for and determines golf course playability and authorizes the opening and closing of the grounds;

Supervises the maintenance and operation of a small automated irrigation system including pump house, central computer, field controllers, valves and sprinkler heads;

Plans for and supervises major improvement projects such as greens and tees construction, cart path construction, sand bunker construction, site landscaping, pond dredging, etc.;

Inspects park facilities and grounds for safety hazards and operational deficiencies, recommends improvements and initiates corrective measures;

Authorizes purchase requests and invoices for payment;

Accountable for the purchase, storage and application and disposal of hazardous materials including pesticides, fertilizers and other turf care products;

Compiles and retains operational and safety records and complies with federal, state and County safety standards;

Develops budget justifications for capital equipment, staffing and annual operating supplies;

Adheres to revenue and expense limits, goals and guidelines for specialized areas of supervision;

Hires, supervises, schedules and evaluates a small staff;

Plans, schedules and conducts specialized on-site staff training;

Completes and submits various financial, administrative and statistical reports.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of the principles and practices of recreation center and/or park management;
Knowledge of fiscal record keeping and inventory procedures;
Ability to use a personal computer, applicable software and peripheral equipment;
Knowledge of methods and practices of golf course maintenance;
Knowledge of materials and equipment used in golf course maintenance;
Ability to identify, isolate and initiate repairs to equipment and irrigation systems;
Ability to identify and treat turfgrass diseases and pests;
Ability to read and understand blue prints, chemical labels and other technical documents;
Ability and skill to operate a variety of golf course maintenance equipment;
Ability to obtain necessary certifications.

EMPLOYMENT STANDARDS:

Any combination of education, experience and training equivalent to graduation from a two year associate degree program with major course work in agronomy, turfgrass management, recreation and parks, horticulture or related field, PLUS three years experience as an assistant golf course superintendent or other applicable position at a golf course.

CERTIFICATES REQUIRED:

Motor Vehicle Operator's License
Virginia Pesticide Applicators Permit
First Aid and CPR certification within 90 days of appointment

ESTABLISHED:

July 1, 2000