

Golf Range Technician I (part-time)
Citrus Community College

Direct Link: <https://www.AcademicKeys.com/r?job=264650>

Downloaded On: Oct. 30, 2025 6:11pm

Posted Oct. 30, 2025, set to expire Dec. 2, 2025

Job Title Golf Range Technician I (part-time)
Department Enterprise Services - Golf Range
Institution Citrus Community College
Glendora, California

Date Posted Oct. 30, 2025

Application Deadline 12/02/2025
Position Start Date Available immediately

Job Categories Professional Staff

Academic Field(s) Administration - Other

Apply Online Here <https://apptrkr.com/6681312>

Apply By Email

Job Description

Golf Range Technician I (part-time)

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Recruitment Start Date 10/28/2025

Recruitment End Date 12/02/2025

Open Until Filled

First Consideration Date

Salary Range 10

Pay Rate \$1,454.65 - \$1,856.54 per month / \$17.13 - \$21.86 an hour

FLSA Status Non-Exempt

Benefits The District provides prorated vacation, sick leave, and holidays.

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General Description/Summary

POSITION SUMMARY

Under the supervision of the Golf Range Supervisor, the Range Technician I will maintain the outside hitting stations, including the grass, putting green, bunker, and will assist with the golf pro shop. The Golf Range Shop Technician I provides Range maintenance and retail sales service to customers. This position requires the ability to assess customer needs and buying preferences, display merchandise, complete customer transactions, and maintain the outside hitting areas and operate equipment specific to the Range.

Minimum Qualifications/Education and Experience

- A high school diploma, or the equivalent; or in the absence of a high school diploma, or the equivalent, one year of experience in the area of the specific assignment.

Preferred Qualifications

- One (1) year of experience with general retail business practices, including customer service, cash registers, and sales.
- Experience working for a golf range or golf course, including facility maintenance.
- In-depth knowledge of the game of golf.
- Demonstrates sensitivity to, understanding of, and ability to work with the diverse academic, socioeconomic, ethnic, religious, disability, gender, gender identity, sexual orientation, immigrant status, and cultural background of community college students, faculty, and staff; and successfully fosters and supports an inclusive educational and work environment.

Licenses and Certificates

- Requires a valid driver's license.

Essential Duties and Responsibilities

Performs some or all of the following, depending on the areas of assignment.

- Performs maintenance and minor repairs of ball washers, pickers and accessories.
- Performs greens care, bunker preparation, turf restoration, and synthetic turf care.
- Perform general business practices including inventory, cash registers and sales.
- Plants and feeds the grass as needed.

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- Keeps the driving range clean and orderly.
- Interprets and adheres to District policies and procedures, state and federal laws.
- Meets schedules and timelines.
- Performs other duties as assigned that support the overall objective of the position.

Knowledge, Skills and Abilities

Knowledge and Skills

- Requires a basic knowledge of the game of golf.
 - Requires a basic knowledge of the equipment and supplies used in the operation of a golf driving range.
 - Requires a basic knowledge of maintenance and minor repair of ball washers, pickers and accessories.
 - Requires the ability to perform greens care; bunker preparation and turf restoration.
 - Requires knowledge of general business practices including inventory, cash registers and sales.
- Basic oral and written communication skills. Interpersonal skills using tact, patience and courtesy.

Abilities

- Requires the ability to perform all of the duties of the position efficiently and effectively, with minimal supervision.
- Must be able to operate the cash register.
- Requires the ability to plant and feed the grass as needed.
- Must be able to maintain the bunker. Must be able to keep the driving range clean and orderly.
- Must be able to interpret and adhere to District policies and procedures, state and federal laws.
- Must be able to meet schedules and timelines.
- Must be able to establish and maintain public relations with range patrons and all personnel.
- Requires the ability to work with a diverse group of employees, students and the community.

Physical Abilities

- Requires sufficient ambulatory ability to stand, lift, and place light-to-medium weight items (under 50 pounds) onto shelves or displays on a continuous basis.
- Requires sufficient hand-eye coordination to use a small vehicle with special hand controls and computer keyboard and cash register.
- Requires sufficient visual acuity to recognize people, numbers, and words.
- Requires auditory ability to carry on conversations in person.

Working Condition

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- Work is performed indoors and outdoors where some safety considerations exist from physical labor and moving objects.

Department Enterprise Services - Golf Range

Job Category Classified

Assignment Part-Time

Percentage of Time 49%

Months per Year 12 months

Work Days per Week Weekends

Work Schedule per Day Weekend hours vary between 8:00 am and 8:00 pm depending on the season

Work Shift Weekends

Bargaining Unit Classified

Citrus College Diversity Statement

CITRUS COLLEGE IS AN EQUAL OPPORTUNITY EMPLOYER

It is the policy of Citrus College to not discriminate against and to encourage a diversity of applicants based on national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, use of family and medical care leave, genetic information, military or veteran status, gender identity, gender expression, or because they are perceived to have one or more of the preceding characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

SPECIAL INSTRUCTIONS TO APPLICANTS:

Applications are considered legal documents, and as such, all areas of the application must be completed, or your application packet will be considered incomplete and will not be moved forward. While it may be appropriate in some areas of your application to use "NA" (not applicable), do not use terms such as "see resume" or "see attached". When listing your work experience, please specify the beginning and end dates for each job you held and describe your experience.

Applicants are responsible for ensuring that all required documents, and those additional documents you choose to include, are attached BEFORE clicking the "Finished Attaching Documents" button and confirming. It is advisable to attach "Optional" documents first, and then "Required" documents once you are ready to click on the "Finished Attaching Documents" button and confirming.

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Application and Supplemental Questionnaire must be complete. A resume will not substitute for a fully completed employment application and supplemental questionnaire. Incomplete applications will be rejected. When listing your work experience, please specify the beginning and end dates for each job you held and describe your experience.

Additional documents CANNOT be added to your electronic application packet once you click on "Finished Attaching Documents" and receive your confirmation number; so, please be sure you have all documents you will upload handy and in an electronic format. THE APPLICANT TRACKING SYSTEM WILL NOT ACCEPT DOCUMENTS LARGER THAN 2MB. IF YOUR DOCUMENTS DO NOT UPLOAD, PLEASE RESIZE/COMPRESS THE FILE. If you do not have all your documents handy at the time you are applying for the position, we advise you to click on "Finish Attaching Documents Later". Be sure, however, to finish attaching your documents BEFORE the close or first consideration date for the position. Please remember, you will NOT be able to attach additional documents after you have selected "Finished Attaching Documents" and have received a confirmation number, and you will not be able to apply for a position after the position has closed.

About Transcripts

- Candidates must upload copies of all transcripts (need not be official at the time of application) which prove sufficient for verifying minimum qualifications for this position.
- Official transcripts will be required at the time of the job offer.
- Transcripts must be from the awarding institution and must show that the degree has been awarded (or conferred) and the year.
- Degree(s) must be earned (or conferred) from accredited institution(s) or an equivalent foreign institution by the first consideration date for this position.
- All degrees must be verifiable on a legible transcript by the indicated first consideration date for this position.
- Foreign transcripts must be transcribed in English AND evaluated for U.S. equivalency by a bona fide U.S. evaluation service.

Selection Process

- A selection committee will review application packages of those candidates who have met the minimum qualifications for this position and will select a limited number of qualified candidates for an interview.
- Each candidate may be asked to deliver a presentation on a topic of the selection committee's choice. The candidate will be informed of the topic when an interview appointment is scheduled.

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- Each candidate may be asked to complete a writing prompt just prior to the interview.
- Travel costs must be borne by the applicant.
- Final candidates for faculty, management, and supervisor/confidential positions may be interviewed by the Superintendent/President.
- If selected as a finalist, the candidate permits the District to contact current and former employer(s) to investigate employment history.

Quick Link <https://employment.citruscollege.edu/postings/1424>

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Enterprise Services - Golf Range
Citrus Community College

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