

JOB OPPORTUNITY AT LAHORE GYMKHANA GOLF CLUB

Golf Club Manager:

- Lahore Gymkhana wishes to appoint a Golf Manager to head the organization of its Golf Course. The candidate must have adequate academic qualifications and experience to manage year round maintenance of the club facilities and course. He must have the ability to manage support services like Cadies, Professional, Machinery, Golfer records etc and be well versed to project budgets and judicious spending.
- For job description / responsibilities, please visit our website www.lahoregymkhana.pk

Market based emoluments shall be offered according to qualification and experience. Apply with complete resume, CNIC and photograph through Courier service/post latest by **29-10-2018**.

Secretary

Lahore Gymkhana Club

Upper Shahrah-e-Quad-e-Azam, Lahore Tel: 042-111 111 231

Manager Golf

Role:

General Administration and upkeep of Golf Club house in all disciplines. To manage the golf course by ensuring the maintenance and upkeep of the golf course to an agreed standard through concerned professional and technical staff and that it exceeds the expectations of members and guests to the club.

Responsibilities:

- Maintain a professional and welcoming approach at all times when dealing with members, guests, visitors, contractors & suppliers.
- General administration of Golf Club house to maintain and upkeep at required standards.
- Attend meetings and communicate information to staff, management and golfers.
- Provide input and support to future development and renovation projects of the course and associated facilities with the Management.
- Planning and control, cost benefit analysis, contacts with suppliers, monitoring the use of supplies.
- Provide information to support decision making, including obtaining and storing information, analysis of information and advising and supporting others.
- Maintain appropriate levels of supplies ensuring safe and effective control of all stored materials and grounds maintenance products.
- Develop a productive working relationship with colleagues, team members and superiors, minimize interpersonal conflict.
- Communicate effectively and have management responsibility for all green keeping staff.

Requirements:

- Adequate qualifications and experience to manage year round maintenance of the Club facilities and course
- Able to manage support services like cadies, professional, machinery, golfer records etc
- Strong leadership capabilities
- Good communication skills and command over computer applications