**SALARY RANGE:**

* $70,000++ based on experience, reputation, and education.

**JOB DESCRIPTION:**

Cutalong at Lake Anna located in Mineral, VA (90 miles south of Washington D.C. and 60 miles north of Richmond, VA) Is seeking a Head Equipment and Facilities Manager to join the 18-hole facility. You will report directly to the Director of Golf Course and Grounds and Superintendent. This is a newly built golf course that was just awarded Top 5 best new private courses in America by Golf Digest. The entire property sits on 1000 acres with the golf course spread out on 300 acres with 140+ acres of maintained turf. We are currently operating out of a temporary maintenance shop with plans for a state-of-the-art permanent maintenance facility scheduled for completion by the end of 2024.

**DUTIES & RESPONSIBILITIES:**

* Maintains a preventative maintenance program on all equipment.
* Manages assistant mechanics to include hiring, scheduling, disciplinary action, and accountability.
* Performs troubleshooting, repair, and maintenance of all equipment including vehicles, tractors, groundskeeping equipment, power tools, hand tools, and other related equipment.
* Keeps accurate, complete, and timely records of all orders, repair work, and all other tasks performed within your operation to stay on budget. Organization is a must.
* Ability to operate all large and small equipment for troubleshooting and proper function.
* Efficient in body work, fabrication, welding, troubleshooting, and repairs to hydraulic and electrical systems.
* Oversee and participate in reel grinding and sharpening of all mowing equipment. General upkeep of all mowing equipment daily with an emphasis on cleanliness and care.
* Establish and maintain safety procedures for using equipment as well as maintaining safety records.
* General labor and cleaning related to golf course maintenance equipment as well as shop area.
* Trains all employees on proper operation and maintenance of machinery/vehicles.
* Expected to be on the course daily supervising and inspecting equipment with every use.
* Incorporates safe work practices in all aspects of job performance.
* Reliable attendance and punctuality with a positive attitude day in and day out.
* Attend in-person and virtual educational events pertaining to your duties.
* Protect all company assets.
* Must be willing to work weekends as needed.
* Perform other duties as assigned by Director and Superintendent.

**EDUCATION AND/OR EXPERIENCE:**

* Must be 18 years of age or older.
* Graduate of a vocational technical school or post-secondary training in small engine repair or mechanics and/or proven background and abilities in effective mechanical duties.
* 3+ years as a golf course head mechanic with an exceptional reputation.
* Must have golf equipment specific repair experience.

**CLASSIFICATION:**

* Full-time.

**LICENSES AND SPECIAL REQUIREMENTS:**

* Valid driver’s license.
* Ability to pass a background check.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT:**

* Regularly required to have full range of mobility in upper and lower body.
* Must be able to work in various positions, including standing, sitting, bending over, kneeling, and squatting for extended periods of time.
* Lift, pull, and push materials and equipment to complete assigned job tasks.
* Frequently able to lift 50-100 pounds throughout the workday.
* Regularly exposed to outdoor weather conditions, chemicals, pesticides, fumes, vibration, mechanical hazards, and electrical hazards.
* Work extended hours during golf season.

**BENEFITS:**

* Medical, dental, and vision insurance.
* 401K match.
* Paid time off.
* Professional development assistance.
* Employee discounts.
* Golf privileges.

***\*\*Please send cover letter and resume to jimmy@cutalonglakeanna.com\*\****