

City of Dallas
Classification Specification

Title:	Greens Superintendent	Class Code:	14302
Application:	Career Series	Pay Grade:	I
Supplemental/Code:	Supervisory	Established:	10/01/94
FLSA Status:	Exempt	Revised:	10/01/2013

Position Purpose:

Provides supervision to staff responsible for maintaining an 18-hole golf course to ensure the playing surfaces are kept in the best possible condition for the citizens of Dallas.

Essential Functions:

1. Oversees the turf maintenance of greens, roughs, and fairways and maintenance of the surrounding landscaping by planning and implementing cultivation programs and disease, insect, and weed control programs to ensure the playing surfaces on the golf courses are maintained in optimal condition.
2. Supervises the turf maintenance staff including assigning work, hiring, training, evaluating performance, and other personnel actions to ensure productivity and quality standards are maintained.
3. Provides technical expertise such as reviewing test results of soil and turf samples, directing application of fertilizer, lime, insecticide, and fungicide, and dealing with weather-related problems such as floods, windstorms, and freezes to ensure high quality playing surfaces.
4. Communicates with golfers, other citizens, golf associations, other departments, pro shop staff, and vendors to ensure turf management is coordinated with tournaments and other activities.
5. Prepares a variety of reports necessary for the turf maintenance program and completes routine paperwork such as status reports, requisitions, work orders, and schedules to ensure proper processing and documentation of activities.
6. Monitors and administers the annual operating budget to ensure expenses remain within budget allocations; writes equipment specifications to assist in equipment purchases.
7. Regular, reliable and punctual attendance is an essential function of the job.

Knowledge, Skills and Abilities Required to Perform Work:

Knowledge of horticulture and soil management with special emphasis in golf course turf grass management.

Knowledge of personnel management.

Knowledge of USGA professional standards and rules.

Ability to establish and maintain an effective rapport with all levels of management, city officials, vendors, other government agencies, other employees and the general public.

Ability to communicate effectively both orally and in writing.

Requires valid pesticide applicator's license.

Working Conditions and Hazards:

Exposed to all weather conditions.

Requires walking, stooping, bending, and lifting.

Subject to working on weekends, holidays, and evenings.

The above statements are intended to describe the general nature and level of work performed by personnel assigned to this classification and is not necessarily an exhaustive list of all responsibilities, duties and skills required.