



GOLF OPERATIONS COORDINATOR

The Grange Golf Club is well renowned as one of Adelaide's premier sporting venues, boasting 2 internationally rated 18 hole championship courses and a multi award winning function centre.

We are now seeking to appoint a dynamic individual in the full time position of Golf Operations Coordinator.

Responsibilities include:

- Electronic golf competition management
- Maintaining the club's website and calendar of events
- Developing the Club's weekly E Newsletter and social media
- Coordinating corporate golf events
- Membership recruitment and maintenance
- Managing junior and elite golf programmes
- Operating online golf booking system
- General administration duties

Personal attributes required include well developed interpersonal skills, a keen eye for detail, an analytical mind and outgoing personality. The applicant must also have a strong understanding of the game of golf and advanced computer skills. The ability to work flexible hours including some weekend work is required.

Applications including a full C.V. should be forwarded to:

Mr Robert Vincekovic
Finance Manager
The Grange Golf Club Inc.
PO Box 22, Findon, SA, 5023
info@grangegolf.com.au

Applications close Friday 25th October 2013