

# Job Opportunity



## Unique. Fun. Thrilling.

Cordova Bay Golf Course is an 18-hole daily fee golf course. The facility also includes The Ridge, a 9-hole par 3 golf course, Bill Mattick's Restaurant, a driving range, pro shop, and instructional program. Throughout the organization, we are committed to continuous improvement, delivering an outstanding customer experience and having a heck of a good time while doing so. The responsibility for delivering on this mission lies with every single person on staff. Some days that means helping out other team members with their jobs, sometimes it means fixing a customer's flat tire, or launching a rescue mission to get a pull cart out of a pond. It can mean singing happy birthday when a customer walks into the pro shop. It always means picking up litter on the property. Our team is the life blood of the organization. "Not in my job description" is considered to be heresy. We are a team and we will succeed or fail as one. We are fully committed to ensuring that we succeed.

Welcome to Cordova Bay Golf Course, the best golf course on Cordova Bay Road.

**Position:** Pro Shop Attendant

**Department:** Golf Operations

**Start Date:** March 2026

**Wage:** \$21.00 per hour

**Job Type:** Part Time

**Availability:** Weekdays, Weekends, Mornings, Evenings

### Job Description & Required Skills

The 'Best Course on Cordova Bay Road' requires a new star to join our Pro Shop Staff for the 2026 golf season. The successful applicant should have some golf knowledge, customer service experience, a knack for creating a welcoming environment for all patrons, and absolutely **MUST** enjoy a cheesy joke. The nature of the position requires both weekday and weekend shifts.

### Responsibilities

- Deliver superior customer service daily
- Handle the reservation and check in of players
- Cash handling, daily closing functions and deposits
- Assist with Pro Shop Retail Operations
- Help execute weekly club events and outside tournaments
- Observe all policies and procedures set forth by Cordova Bay
- And everyone's favourite.... Other duties as assigned

### Position Requirements

- Basic knowledge of the game of golf
- Excellent communication and Telephone skills
- Excellent customer service skills
- Experience with cash handling and POS systems
- Able to excel in a fast paced, dynamic team environment

### Benefits

- Complimentary access to the golf course and range (min 3 days worked per week)
- Meal discounts while on shift
- Eligible for year-end bonus

### Application Process

Please send a resume and cover letter to Nate Ollis at

[nate.ollis@cordovabaygolf.com](mailto:nate.ollis@cordovabaygolf.com). Only those selected for an interview will be contacted. Thank you for your interest.