**Job Title: Men’s Locker Room Attendant Department: Locker Room**

**Reports to: General Manager Effective Date: April 15, 2025**

**Job Summary:**

*A GIGCC Men’s Locker Room Attendant is responsible for ensuring a high-quality experience for our members and guests. This position is responsible for ensuring a clean, organized and welcoming environment while assisting with various hospitality services, including golf shoe cleaning, laundry and beverage service. They also will promote a sense of camaraderie as teamwork and gracious hospitality are hallmarks of our club.*

**Key Responsibilities:**

* Ensure the men’s locker room is clean, organized and well stocked with necessary supplies (towels, toiletries, etc.).
* Provide professional shoe cleaning, polishing and minor maintenance for golf shoes.
* Prepare and serve coffee daily and provide light bartending service when necessary.
* Sanitize and clean lockers, countertops, sinks, showers and restrooms regularly throughout the shift.
* Keep floors clean and dry to ensure a safe and presentable environment.
* Ensure fresh towels and other supplies are readily available for members at all times.
* Assist members with storing and retrieving shoes, ensuring their belongings are handled with care.
* Maintain cleanliness and organization of the locker room bar area.
* Restock beverage and snack supplies as needed.
* Offer friendly and professional service to members, addressing their needs and requests promptly.
* Assist with special events, tournament preparations and other tasks as assigned.

**Required Skills, Abilities and Experience:**

* Must be at least 17 years of age and complete required State of Michigan alcohol service training course.
* Strong customer service and communication skills.
* Ability to work efficiently in a fast-paced environment.
* Prior housekeeping or bartending experience a plus.
* Must be able to lift, push, pull and carry up to 30 pounds and stand for long periods.
* Strong attention to detail and commitment to cleanliness.
* Ability to work independently and as part of a team.
* Good time management skills.
* Flexible schedule, including mornings, evenings, weekends and holidays as needed.

**Note:** This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to perform any other job-related duties assigned to them by their manager or supervisor.