

Job Title: Golf Shop Assistant

Location: Polson Bay Golf Course

Schedule: 3–4 days per week (including weekends, holidays, and evenings)

Pay: \$11–\$13/hour (based on experience)

Position Overview:

Polson Bay Golf Course is seeking a dependable and customer-focused Golf Shop Assistant to join our team. This role is ideal for someone who enjoys a fast-paced environment, interacting with guests, and being part of daily golf operations.

Key Responsibilities:

- Check in golfers and process payments accurately (cash handling required)
- Manage and update the tee sheet throughout the day
- Call groups to the first tee and assist with starting play
- Monitor pace of play on the golf course
- Answer phone calls and assist customers with bookings and inquiries
- Assist with merchandising, stocking, and maintaining the golf shop appearance
- Provide a high level of customer service to all guests

Qualifications:

- Strong communication and customer service skills
- Ability to multitask and stay organized in a busy environment
- Comfortable handling cash and point-of-sale systems
- Availability to work weekends, holidays, and evenings
- Golf knowledge is a plus but not required

Perks & Benefits:

- Facility usage (golf privileges)
- Discounted meals at the restaurant
- Cart usage
- Free range balls

How to Apply:

Please apply in person at the golf shop or contact us

at Polsonbaygolfcourse@gmail.com or 406-883-8230 for more information.

