



Job Title: Lakeshore Tennis Club Facilities Manager Part Time (20 hours/week)

Position Description:

Responsible for general maintenance of the Lakeshore Tennis Club courts, clubhouse, grounds and equipment. This includes daily interaction with and service for members of the tennis club.

Position Duties/Responsibilities:

- Court maintenance, including removal of leaves, water, and general debris;
- General grounds maintenance, including watering plants, sweepings veranda/sidewalks, spraying & pulling weeds;
- Building maintenance, including cleaning clubhouse & locker rooms, garbage collection & disposal, recycling collection & disbursement;
- Minor repairs to clubhouse, grounds and equipment;
- Equipment storage and maintenance;
- Inventory control;
- Grounds related member services.

Skills & Abilities:

- Experience with building maintenance
- Physical work ability
- Customer service experience
- Proven initiative
- Good problem solving skills
- Excellent communication skills
- Ability to prioritize
- Professionalism

Remuneration

- \$20/hour