



## **EQUIPMENT FLEET MANAGER- GOLF DIVISION**

### **ABOUT US**

Total Turf Golf Services is a proven leader in the golf course construction industry providing services in golf course construction, renovation, restoration throughout the US. A Certified Golf Course Builder through the Golf Course Builder Association of America (GCBA) since 1993 TTGS business has been built on the principles and Core Values of **Integrity, Quality, Safety** and **Care**, which helps to ensure that all of our customers experience a consistently higher level of service and satisfaction. Total Turf Golf Services has offices in Huntingdon Valley, PA, Jacksonville Beach, FL and Fraser, CO.

### **JOB DESCRIPTION**

Equipment Fleet Manager will manage the service, repair, tracking and transportation of all company owned and rental golf equipment throughout the country. This individual will work closely with ownership, Project Management team and Shop Manager to insure proper and safe operation of all equipment on every jobsite. Individual must have the following characteristics and qualities:

- Individual must be well organized, detail oriented and possess the ability to multi-task
- Previous Fleet Management and Mechanical experience preferred but not required
- Must possess good communication skills, both written and verbal
- Must be proficient with a computer
- Flexible work hours required as field operations are typically 6 days per week
- Spanish speaking skills a plus, but not required
- Valid Driver License required
- Have ability to travel throughout the US, if needed
- **Position based out of Corporate Office in Huntingdon Valley, PA**

Manage Golf Equipment and assets throughout the country to include:

- Tracking of all company owned Golf equipment and implements
- Tracking of all Rental Golf Equipment and implements
- Scheduling / Coordination of all regular scheduled equipment maintenance/ repairs
  - with In House Shop Staff
  - with Sub Contractors and other vendors
- Scheduling/ Coordination of all company owned Equipment moves
  - with In House staff
  - with Sub Contractors
- Record Keeping
  - Tracking of all maintenance/ repairs
- Assess current condition of fleets assets and make recommendations on replacement

**Reports to: Vice President**



**BENEFITS:**

- Competitive Salary (**60K + based on experience**)
  - *Salary based on 50 hour work week*
- Company Health, Dental and Life Insurance Plan (*as per company policy*)
- Simple IRA with Company match with up to 3% of salary
- Vacation, Holiday and Personal Days
- Company Cell Phone
- Company Credit Card

Please send resume and salary requirements to:

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