



Quaker Ridge Golf Club

Entry Level Assistant Professional

JOB DESCRIPTION:

Quaker Ridge is seeking an Entry Level Assistant for 2025. This person should be highly motivated, personable, and ready to make an impact in their given role. We are looking for someone who would plan to be with us for two to four years, starting with a role in our outside operations mainly. With proven work ethic and a shown desire to progress one's career, different responsibilities can be earned. Additional income opportunities are available by caddying when not on shift, grip/club repair, meals on duty and free on-site housing. Quaker Ridge is known for hiring within and having their assistant professionals shine amongst the membership. Two of our current assistant professionals started by working in the outside operations and currently work on the inside operations running tournaments, playing with members, and teaching lessons. The time frame of the job is the beginning of April- October.

FACILITY DESCRIPTION:

Quaker Ridge Golf Club is an exclusive private golf club located 30 minutes outside New York City in Scarsdale, NY. Quaker Ridge Golf Club boasts an 18-hole golf course that is consistently ranked inside the top 100 courses in America. In 2021, Quaker Ridge underwent a clubhouse and Golf Shop renovation. The state-of-the-art Golf Shop has six Trackman Hitting Bays, with three on the main floor and three upstairs. The Upstairs level also is equipped with a PuttView putting green. The professional staff compete in the Metropolitan Section of the PGA. In addition to golf, Quaker Ridge facilities include tennis and swimming.

GOLF OPERATION:

The Club offers a comprehensive competition schedule for men, women, and children of all ages and abilities. As a member of the Metropolitan Golf Association (MGA) & The Metropolitan Section of the PGA, members and golf staff are encouraged to participate in their yearly events. Quaker Ridge Golf Club fields a men's team in interclub competition, while Juniors participate in the MGA and Met PGA events locally. Internally, the Club hosts gross/net Club Championships, Better Ball tournaments, Ryder Cup style events etc., as well as social competitions such as one day and multiday Member Guests. With over 5 PGA Professionals on staff, the club strives to provide its members with the best instruction experience possible, including private lessons, clinics, group instruction for men, women, juniors and outside clinics such as AimPoint, Mach 3 and more!

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assist the Professional Golf Staff, Shop Manager and Outside Service Manager with daily duties and responsibilities.
- Deliver an unparalleled member and guest experience with a primary focus on excellence, service and hospitality.
- Play golf with the membership and work on your personal game when time permits.
- Utilize the clubs' technologies to provide the best golf experience at Quaker Ridge.
- Tend to members and guests needs for Golf Bags, Golf Carts, Push Carts.
- Maintain the cleanliness and presentations of the outside facilities:
 - ***Morning & Afternoon Range, Golf Hitting Bays, Bag Room, Short Game Area, Golf Carts
- Cultivate and maintain an effective working relationship with the entire Golf Operation Team and Club Management.
- Club repair (regrip and re-shaft).
- Ranger the golf course during busy weekends and during tournament play.
- Attendance at all staff meetings.
- Answering phones ready to answer questions on all club activities, services, tournaments and clinics.

DESIRED QUALITIES & GOALS OF THE SUCCESSFUL CANDIDATE:

- Personal character that personifies professionalism on and off the golf course.
- A visible ambassador and engaging personality that seeks opportunities to interface with members and guests.
- Highly organized and detail oriented with efficient task management skills.
- Professional and effective verbal and written communication skills.
- Demonstrates enthusiasm and commitment towards the member experience.
- Upholds a dedication to service excellence and unparalleled standards.
- A skilled player with an infectious love to play the game.
- A team player driven to aid the success of Quaker Ridge and elevate our club's stature.
- Expresses a desire to advance their career to be an Assistant Professional/become a Head Professional.
- Continue the long traditions and build upon the Club's culture to enhance its reputation both locally and nationally.
- Be highly visible and engaging to the members and guests
- Enthusiastically promote golf at the club.
- Earn a reputation for being available and responsive to members' needs and expectations.
- Encouraged to provide new and fresh ideas.
- Relentless in upholding and evolving each golf department's detailed standards for excellence through constant attention and reinforcement.

COMPENSATION AND BENEFITS:

- Commensurate with experience
- Overtime pay after 40 hrs.
- Additional income from potential junior golf clinics, caddying and club repair.
- Housing and meals included.
- Practice and playing privileges.
- Staff clothing.
- Staff Trip to play outside Quaker Ridge.

HOW TO APPLY:

Please forward all resumes & cover letters to:

Chris Gabriele

PGA Professional

Quaker Ridge Golf Club

146 Griffen Ave

Scarsdale, NY 10583

Resumes may also be forwarded to:

chrisgabrielegolf@gmail.com

