



**Job Title:** Golf Shop Assistant (Cart Barn & Pro Shop Support)

**Location:** Bent Tree Golf Club

**Reports To:** Head and Assistant Golf Professional

**Position Summary:**

Bent Tree Golf is seeking a friendly, reliable, and hard-working **Golf Shop Assistant** to support daily golf operations. While this role will primarily focus on **cart barn duties** (outside services), the ideal candidate will also be **cross-trained** to assist inside the **Pro Shop** with retail operations and customer check-in.

**Primary Responsibilities (Cart Barn / Outside Services):**

- Prepare and stage golf carts for daily play
- Clean and sanitize golf carts before and after use
- Maintain organized cart barn and storage areas
- Assist with range setup and ball collection

**Additional Responsibilities (Pro Shop):**

- Check in golfers and collect green/cart fees using POS system
- Answer phones and assist with tee time bookings
- Assist with retail sales, merchandising, and restocking

**Qualifications:**

- Friendly, professional attitude with strong communication skills
- Ability to lift up to 40 lbs and work on your feet for extended periods
- Comfortable working in outdoor conditions year-round

**Schedule:**

- Part-time
- Must be available on weekends and holidays
- Flexible scheduling based on club needs

**Compensation:**

- Hourly wage based on experience + free golf

**Join Our Team!**

If you enjoy working outdoors, providing great service, and being part of a fun and active golf community, we'd love to hear from you. To apply, contact [tareedarby@bent-tree.com](mailto:tareedarby@bent-tree.com) or stop by the Golf Shop or Admin Office for an application. If nonresident, you must call to get into the gate 770-893-2626.

Golf Shop: 1885 Little Pine Mtn Rd – Jasper, GA 30143

Admin Office: 40 Little Pine Mtn Rd – Jasper, GA 30143