



Job Description

Job Title: Court Attendant
Department: Racquets

Reports to: Director of Racquets

Job Summary

Oak Park Country Club is seeking a part-time team member to aid operation of a first-class racquet facility.

Job Essentials

- Assists members with on-court water and towel needs.
- Keeps courts and surrounding area free of tennis balls, garbage and other debris.
- Ensures that all club members and guests receive courteous, prompt and professional attention to all their racquet needs.
- Maintains a close working relationship with racquet professionals.
- Completes other appropriate assignments made by the Director of Racquets.

Job Knowledge, Core Competencies and Expectations

- Reliable and prompt attendance.
- Ability to interact with members and guests in a friendly and courteous manner.
- General knowledge of racquet sports.
- Ability to relay member requests to appropriate staff.
- Knowledge of and ability to perform required role during emergency situations.

Physical Requirement and Work Environment

- Continuous standing, walking, bending, stooping and repetitive actions.

Scheduling and Pay

- Schedule will vary, expect to work 2-5 days per week.
- Morning, afternoon and evening shifts will be available.
- Hiring rate is \$13 per hour.

This job description is not exhaustive of all the job tasks but a guide, and tasks may be added or removed by your immediate supervisor according to changes that may occur in the working environment.

To Apply

Send resume to Director of Racquets, Eric Pohl, at epohl@oakparkcountryclub.org. Questions may also be directed to (708) 395-4434 or to the email above.



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I, _____ acknowledge receipt of the job description, issued by The Oak Park Country Club. I have read and fully understand it and accept that the job description contained therein.

Employee name: _____

Signature: _____

Date: _____