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Golf Shop Manager

The South Fork Country Club is seeking an outgoing professional to manage the day to day operations of the golf shop including purchasing, sales, inventory management, and visual merchandising for the 2018 summer season.

The South Fork Country Club is located in Amagansett, New York. Our summer season, peak season, runs from Memorial Day weekend through mid-September. In the past few years our business has grown and we are looking for a qualified professional to take over this position.

The qualified applicant will:

- Possess an outgoing, friendly personality and professional “golf” appearance.
- Previous experience at working in a private club environment.
- Previous experience with computer point of sale, preferably Jonas Club Management.
- Experience in sales with an upscale clientele.
- Previous experience in a “Boutique Style” merchandising concept.

Job Description – Golf Shop Manager

- 45-50 hours per week in the golf shop.
- Purchasing goods on the Club’s behalf for the season.
- Visual display changes and overall shop management.
- Scheduling for shop assistants/interns to assist in golf shop.
- Inventory management control and order entry.
- Member customer service and golf shop sales.
- Custom ordering for club member needs.
- Meeting with vendors and attending the PGA Merchandise Show on the Club’s behalf.
- Maintain a creative eye for merchandising and sales.
- Work closely with the staff in an “open to buy” program to benefit the Club.
- Maintain reports and special order books in an organized manner.
- Works closely with Head Golf Professional to purchase tee gifts/prizes for all golf events and golf association within the Club.
- Autonomy in purchasing, displays, and sales.

Pay and Benefits

- Salary commensurate with experience.
- Health Benefits
- Meals while on duty.
- South Fork will pay any PGA Education expenses during work season and allow time off with discretion and approval. Expenses paid in off season will be predicated on the employee committing to the next season of employment.
- Staff Clothing, PUD, access to staff programs
- Full golf privileges.
- Possible housing available based on qualifications

Contact Information for this position – please apply or contact by email only

Tim Garvin, Head Golf Professional
South Fork Country Club
PO Box 708, 730 Old Stone Highway
Amagansett, New York 11930

631-267-3575 ext. 6

Please forward cover letter and resume via email to: TGarvin@southforkcc.net

Club website: www.southforkcc.net