



WAIKELE
COUNTRY CLUB
94-200 Paioa Place
Waipahu, HI 96797

Position: **Golf Cart Mechanic**
Job Type: Full Time
Reports To: Pro Shop Management Team

Primary Objective: Perform regular repair and maintenance of golf carts and equipment to ensure proper working condition, inclusive of upkeep and preventative measures, in accordance with safety standards.

Duties and Responsibilities:

- Repair and maintenance of electric golf carts at the golf course or in the automotive repair shop, inclusive of troubleshooting, and installation, repair and/or replacement of batteries, tires, parts, equipment, etc.
- Use of hand tools (wrench, pliers, screwdrivers, etc.), electrical testing devices, and other relative mechanical instruments, tools, and equipment, as part of repair and maintenance.
- Assess and determine type of repairs required by reading work orders, communicating with cart operators, test-driving carts, etc.
- Test and maintain operational performance of motor by using equipment such as voltmeter, ammeter, wattmeter, etc.
- Dismantle motor equipment, determine/assess problem, and repair and/or replace defective parts, such as brushes, armatures, commutator.
- Rewire electrical systems, and repair or replace electrical accessories.
- Lubricate moving parts and adjust brakes belts.
- Operate auto lifts.
- Test charge and/or replace batteries.
- Check batteries and remove dirt, grime and corrosion from terminals; check water level in batteries and fill when necessary.
- Check battery terminals and wiring to ensure tight connection, and repair or replace frayed wires.
- Install, repair, and replace golf cart tires.
- Maintain and record inventory of all golf carts, and relative parts and equipment, inclusive of labor time.
- May generate work orders.
- May perform structural repairs to body of cart, seats, fabric tops, etc.

- Monitor and facilitate proper rotation of golf carts assignment and utilization.
- Must be able to work independently, with little or no supervision.
- Perform other related duties as assigned.

Minimum Qualifications:

- High School Diploma or GED Certification.
- Demonstrated auto mechanic experience to include, repair, troubleshooting, electrical repair and maintenance, tire replacement, battery installation, and light mechanical maintenance.
- Experience in the use of tools, equipment, instruments and methods in the repair and maintenance of golf carts, and/or in the automotive industry.
- Ability to read work orders and follow through with assigned tasks.
- Basic computer and tablet knowledge.
- Must be able to understand, speak, read and write in English.
- Basic math skills.
- Must be able to follow directions.
- Display strong communication skills, active listening skills, and personal skills.
- Ability to work as a team and independently.
- Present a positive and professional image.
- Self motivated and customer service oriented.
- Possession of valid Hawaii’s Driver License.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to:

- Walk and/or stand for prolonged periods of time; climb, balance, stoop, kneel, crouch, crawl, bend, twist, reach, and grasp; use hands to finger, handle, or feel; close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.
- Ability to lift up to 55 lbs.; push/pull/move objects; and lift overhead.
- Exposure to dust, dirt, and grime, with soiling of hands and clothing.
- Work near moving mechanical parts, fumes, toxic or caustic chemicals.
- Must be able to withstand working in humid and outdoor temperatures.

Preferred Qualifications:

- Minimum one year of experience in mechanics, to include repairing, troubleshooting, and completing light maintenance on electric powered golf carts.

Rate of Pay: Starting \$15.00 per hour