



Career Opportunity

POSITION:

RETAIL ASSISTANT

STATUS:

PART-TIME (8 MONTHS)

MONTHLY SALARY:

\$3,700

LOCATION:

PRIDDIS GREENS GOLF & COUNTRY CLUB

REPORT TO:

DANI POUPART, RETAIL MANAGER

APPLICATION CLOSING:

MARCH 1, 2026

What you'll do at *Priddis Greens*

- Assist in buying, receiving, and merchandising product in the Golf Shop.
- Manage defective merchandise.
- Assist Golf Shop staff with, product knowledge, staff development and training, product and customer service-related issues, and communicate with other departments regarding special events and day-to-day operations.
- Set up and clean up of member/corporate tournament tee gifts and prize presentations.
- Monitor member feedback, comments, and critiques; take appropriate measures that ensure and maintain total customer service and satisfaction.
- Consider and implement industry trends.
- Inspire progress, innovation, and change.
- Ensure proper maintenance of all related equipment and tools in the workplace.
- Assisting with special orders and corporate orders.

Required Skills

- Always maintain a professional image and attitude.
- Excellent customer service and communication skills.
- Leadership.
- Attention to detail and organizational skills.
- Ability to maintain and project a fair and positive attitude within a teamwork environment.
- Solid understanding of the retail business and trends.
- Passion for Retail.
- Developing a strong rapport with Members and Clients.
- Able to be creative and unique in style and follow through.

Qualifications

- Business acumen
- Jonas
- Computer skills

Projected Schedule

- Anticipated start date: March 15, 2026

Benefits

- Clothing allowance
- Phone allowance
- Golf and practice facility privileges
- Daily meal plan & retail discounts

About Priddis Greens Golf & Country Club

We exist because we offer an exceptional golf experience that intentionally aligns course excellence and concierge-style member service - all amidst a natural tranquil setting that is second-to-none. Our mission is to create exceptional experiences, foster inclusivity, and embrace continuous improvement all the while maintaining our core values of respect, excellence and enjoyment.

A short, 15-minute drive from Calgary's southwestern edge in the spectacular Alberta Foothills feels like a getaway to our place of natural wonder. We are proud to have hosted three national championships, including the most recent 2016 CP Women's Open, and been recognized as leaders in environmental stewardship, course design and quality. Our members are passionate about Priddis Greens and so are our employees.

Since our inception in 1983, Priddis Greens has consistently had its eye on the future. Starting with a simple nine-hole course and small clubhouse, the Club has continued to improve and grow into a 36-hole world-class golf destination that our 850 equity members and their families are proud to call home. Behind something this special, are even better people. Our leaders are experienced, passionate, and recognized by their peers. There are six leaders alone that combine for over 156 years of service to the Club. We want you to come and stay.