MORGAN WILLIAMS   
3303 E Baseline Rd, Ste 112   
Antioch, CA 94509   
(666)-451-8962   
m.williams@emailaddress.com

**Job Objective:** To obtain a Golf Cart Attendant position in a company that will allow me to grow with the company.   
  
**Summary of Qualifications:**   
  
Excellent knowledge of Golf procedures and etiquette   
Remarkable ability to wash and dry golf carts throughout the shift   
Profound ability to operate a golf cart, four-wheel drive Jeep and driving range picker   
Strong ability to withstand a range of outside weather conditions   
Sound knowledge of operating a hand-held radio communication device   
Profound skills of effective communication with fellow staff members, valet and bell staff   
Through ability to familiarize with trail access locations to properly address guest inquiries   
Strong customer service skills and excellent oral and verbal communication skills   
  
**Work Experience:**   
  
Golf Cart Attendant, August 2005 to till date   
Indian Hills Country Club, Antioch, CA   
  
Greeted and welcomed the guests enthusiastically with appropriate manners.   
Performed duties and meet requirements for tournaments, club rentals, and services which the Head Golf Professional and Assistant Professionals.   
Displayed good conduct with appropriate mannerism at all times in accordance with the standards.   
Rendered professional advice, opinions, assistance, and services and promoted the interests of the company in providing service to the guest.   
Facilitated guest-friendly environment and responded to any reasonable task.   
Assisted in other departments as needed and ensured to attend monthly departmental meetings.   
  
Golf Cart Attendant, May 2000 to July 2005   
Irvine Company, Antioch, CA   
  
Facilitated the guests with their equipments.   
Maintained admirable manners whilst greeting golfers as they arrive and leave the Club.   
Facilitated to offer cleaning clubs and golf bags of the guests.   
Administered cleanliness of the golf carts before and after use.   
Maintained the golf clubs in the storage.   
Managed to tow carts to and from the Cart Barn and assisted the Assistant Pros with tournament set-ups.   
  
**Education:**   
  
Bachelor's Degree in Recreation, Jacksonville University, Florida, FL