

PEER-TO-PEER: BETTER TURF THROUGH NETWORKING



MGCSA Superintendents were asked:

*How are Superintendents/Staff using e-mail for accepting or applying for jobs?
Are emailed resumes acceptable or do you prefer the hard copy variety?*

I used email to apply for my new job, and it worked very well sending my resume electronically. However, it is possible that some Superintendents do not have access to online services at work, so in those cases applicants for staff positions may need to send hard copies of their resumes. - Ron Noyce, Sundance GC

When I have applied for jobs if an email address was provided I sent my application by email. One suggestion I have is to convert your documents to a PDF file and email in that format. This will make sure the person you send the document to views it exactly the way you want them to, regardless of what word processing program was used. When a document created in Word gets opened by another word processing program, the results might not be pretty.

When accepting resumes I prefer to receive them by email. It's easier to save the documents and they can be printed or emailed to others involved in hiring if necessary. People should not be afraid of an email or digital format being unprofessional. In my

opinion the formatting and writing skills of a candidate are enough to show professionalism. I don't need fancy paper or priority postage to tell me someone is a professional. - Chris Tritabaugh, Northland CC

At Southview Country Club we do all of our job advertising electronically. We have had good success posting job openings with the MGCSA and will continue to do this for future openings. We are willing to accept resumes through email but also list our mailing address. In my opinion it is acceptable to email resumes, especially if you are getting the posting through an email. -Jeramie Gossman, Southview CC

At Coffee Mill Golf Club, I prefer to receive resumes via e-mail although paper copies are welcomed.

E-mailed resumes are sent directly to me, rather than to our combined facility mailbox. This makes e-mailed versions available to me more quickly. E-mailed versions can also be immediately and easily replied to making additional data gathering and follow up much more convenient. Electronic versions are easier to store and retrieve from various locations (depending on your network) eliminating the need to carry paper copies around or work from the office. The content of the resume is important, not the method of delivery. - Jeff Normandt, Coffee Mill GC

I like the hard copy version. Using the hard copy version allows an individual to set up the cover letter, resume and references appropriately. It also allows one to use the type of paper they want to use, and there is a difference in paper quality. The information should come in an envelope unfolded. Having received emailed resumes, I find them to be less organized and less professional as compared to the hard copy versions and with 30 or more applying for assistant positions, one must separate themselves from the pack and get an interview. As for offering a job to a candidate, I'll call them as opposed to offering them the position via email. Again, it's more personal. -Ben Just, Midland Hills CC

Call me old school, but I still prefer a hard copy mailed by the applicant. It is too easy for a person to click on the "send" button at their computer. The person who mails a resume is forced to put more time and effort into the process. The person doing the hiring also has an obligation to respond in writing to all applicants as soon as the position has been filled. Professionalism and etiquette should be demonstrated by both parties! - Jeff Ische, Golden Valley Golf and CC

I personally do not mind if an applicant sends an e-mail with their application or resume. It does, however, really bother me when I get an unsolicited e-mail asking if there are jobs available and then asking me to send them an application. I am not the one looking for the job, why should I have to do the work to get them to apply. - E. P. Eckholm, CGCS, Heritage Links GC

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Peer-to-Peer-

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I prefer hard copies but will accept email forms but it also depends on the position. If it is an Assistant Superintendent position I am looking at filling, I prefer a hard copy. I like to see how much time and effort went into their presentation (i.e., paper selection, their handwriting detail on the envelope, etc.) With lesser positions, I just prefer the email form of resumes. One thing I have noticed in recent years is the lack of a professional cover letter when applicants email their resumes. Cover letters are a great example of how well an individual communicates their thoughts. I make it a point to always request a cover letter no matter how the resumes are sent.

-David J. Soltvedt,
The Ridge at Castle Pines North

I personally like the hard copy, but will except an e-mail. The interview is the biggest part for me. Your resume may get you in the door, but I want to know about the character of the person.

-Walt Braunig
Thompson Oaks GC

I just went through this situation for the first time two weeks ago. I gave the option of e-mail, fax or sending the resume to me. In my opinion, the vehicle for resume delivery is inconsequential. I would print any resume I get as hardcopy from an e-mail I am intersted in. I would think e-mailing would benefit the applicant even more than the person hiring from a time/money aspect. Of the 15 or so applicants I beleive every one came in via e-mail. Also, obviously, the process is much faster and response simpler.

- Dave Kazmierczak,
Prestwick GC

In my opinion, email is one of the greatest tools available to us as outdoors tradesman. First and foremost it allows me a chance to develop a line of communication to set up appointments or what have you to negate the problem of phone tag across time zones and schedules. By getting an emailed version of a esume/application, it allows me to at that point tell the candidate that I've gotten their information, am looking over it and ask for a best time to talk to them over the phone, etc. I know when I was younger and applying for jobs, I hated not know-

ing if my letter got to a prospective employer, or to not have any contact or communication at all. As long as documents are in a standard word processor form, it's just as easy for me to open and print it, rather than wasting postage and envelopes.

-Kyle Fick
GCS, Bully Pulpit GC

I think its great that we use the web for applications, thats what we know and I think everyone prefers except the old timers.

- Will DuCharme
Rum River Hills GC

I have had success looking for an assistant gardener via the internet and receiving their information online. It is easy to respond to them as well. So for that purpose the internet has worked well. If looking for an assistant I might lean towards a hard copy mailing but certainly wouldn't exclude an email.

-James Bade
Somerset C.C.

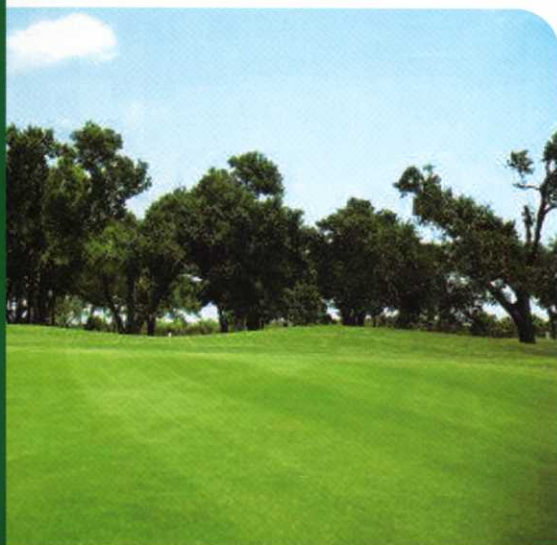
Hard copies can send more info such as employment recomendation letters, etc. which I think is valuable, and is easily looked over and not downloaded so easily and willingly.

-Erik Lemke
Pomme de Terre GC

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