



JOB TITLE: Pit Supervisor

STATUS: Full –Time

SUMMARY:

The supervisor manages gaming operations within a Pit and supervised dealers operating table gaming stations.

ESSENTIAL RESPONSIBILITIES:

- Overseeing games in progress, customers and casino employees in the assigned section.
- Safeguarding casino assets located in the Table Games pit areas.
- Issuing playing cards and reviewing them for irregularities during shift.
- Enforcing casino rules for gaming activity.
- Maintaining proper gaming station loads through Fills and Credits.
- Tracking and rating players.
- Promoting positive customer relations.
- General management of the pit area.
- Performing other duties assigned.

QUALIFICATIONS:

- High school diploma or GED required.
- Prior supervisory experience preferred.
- Knowledge and experience of all table games, ability to learn gaming rules, policies, and procedures, and enforce them.
- Able to work any shift and stand for long periods of time.
- All applicants must be at least 21 years of age.
- Must be able to stand for long periods of time.
- Must be able to speak, read and write the English language.
- Must be willing to work weekends, holidays and any shift.

POSTING DATE: June 3, 2019

CLOSING DATE: Until Filled.



JOB TITLE: Cage/Vault Cashier

STATUS: Full -Time

SUMMARY:

Responsible for making change or exchanges of chips and tickets for cash for guests during a specified shift in the Cage Cashier's area.

ESSENTIAL RESPONSIBILITIES:

- Makes change or exchanges cash for chips and tickets from guests playing in the Casino.
- Requests money through the Cage Manager to ensure the appropriate level of money on hand in their cash drawer.
- Provides prompt, friendly and courteous service.
- Cashes checks and gaming tickets for gaming guests.
- Follows and implements Title 31 requirements on a daily basis.
- Provides training, when necessary to new Cage cashiers.
- Make credit inquires, performs credit checks and other related
- Functions necessary to process new check cashing applications.
- Performs all transaction with guests in a confidential manner.
- Balances cash drawer at the end of each shift by preparing appropriate paperwork, etc.

QUALIFICATIONS:

- Previous money handling experience, preferably in a cashier's position.
- Data entry experience.
- High school diploma or GED required.
- All applicants must be at least 18 years of age.
- Must be able to stand for long periods of time.
- Must have excellent customer service skills.
- Must have attention to detail.
- Must have basic math skills.
- Must have basic computer skills.
- Ability to operate 10 Key adding machine.
- Knowledge of Casino cash receipts and reporting requirements.
- Must be able to regularly lift and/or move up to 50 pounds.
- Must be able to speak, read and write the English language.
- Must be willing to work weekends, holidays and any shift.
- Other duties as assigned.

POSTING DATE: July 31, 2019

CLOSING DATE: Until Filled.



JOB TITLE: Security Officer

STATUS: Part-Time

SUMMARY:

Responsible for providing overall safeguarding of Casino assets, property, personnel and guests; insures adherence to internal controls and policies and procedures by observing and reporting specific incidents occurring on casino property.

ESSENTIAL RESPONSIBILITIES:

- Provide patrols of the Casino building and parking lots at scheduled intervals.
- Provide escorts of cash to and from vault; from pit to cage; and during armored car service pickups; provides escorts of maintenance personnel to trash receptacles.
- Assists customers as needed by answering inquiries regarding casino services and offering assistance whenever needed; when required, and in accordance with gaming ordinance, checks identification documents of guests who may be under 18 years of age.
- Enforce casino policies and procedures and reports incidents of any infractions.
- Supervises pre-employment and random drug testing by escorting individuals to restroom to obtain specimen.
- Provide proper procedure for custody and control of specimen by completing necessary forms and labeling.
- Responsible for key control by accessing key lock box and documenting key disbursement.
- Provide security when technicians open video pull tab machines by verifying tickets for hand pays and indicating reason entered in log.
- Notify surveillance and oversees replacement of safety paper in video pull tab machines.
- Escort employees and visitors/contractors to and from restricted areas.
- Verify employee's identification and time cards by clocking employees in and out of scheduled shift.
- Respond to medical situations and, when necessary and ordered by supervisor, notifies 911.
- Complete required injury reporting documents and incident reports necessary for all on-the-job injuries.
- Make note of any safety infractions and reports to immediate supervisor.

QUALIFICATIONS:

- High school diploma or GED required.
- All applicants must be at least 21 years of age.
- Police academy training and skills in self-defense helpful.
- Must purchase own uniform and accessories with reimbursement after completion of probationary period.
- Must have at least six months experience in law enforcement or security field.
- Must have the ability to write reports accurately and legibly.
- Must be able to stand and walk for long periods of time.
- Must have the ability to operate a two-way radio.
- Must be able to regularly lift and/or move up to 50 pounds.
- Must be able to speak, read and write the English language.
- Must be willing to work weekends, holidays and any shift.

POSTING DATE: August 9th, 2019

CLOSING DATE: Until Filled.



JOB TITLE: Bartender

STATUS: Part -Time

SUMMARY:

The Bartender will provide friendly, excellent service to every customer throughout the Casino, primarily in the bar. Preparing and pouring drinks for customers and Cocktail Servers while adhering to Policy & Procedure and licensing regulations.

ESSENTIAL RESPONSIBILITIES:

- Greets guests in a courteous and friendly manner.
- Prepares drinks with proper portions and ingredients.
- Operates a cash register, handling all beverage sale transactions.
- Frequently checks back with guests.
- Maintains cleanliness of guest areas at all times including removing empty glasses/bottles and cleaning ashtrays.
- Maintains respectful control over guests at all times.
- Keeps the bar area stocked, clean and ready for guests at all times.
- Abides by all State, Federal and company liquor regulations pertaining to alcoholic beverage service.

QUALIFICATIONS:

- High school diploma or GED required.
- All applicants must be at least 21 years of age.
- Knowledge of operating cash register and bar equipment required.
- Ability to operate the following equipment; juice guns, cutting boards,
- Soda guns, ice machines, non-alcoholic frozen drink machines, ice tea machines, and other necessary equipment.
- Must be able to stand for long periods of time.
- Must be able to regularly lift and/or move up to 75 pounds.
- Must be able to speak, read and write the English language.
- Must be willing to work weekends, holidays and any shift.

POSTING DATE: August 22nd, 2019

CLOSING DATE: Until Filled.



JOB TITLE: Cocktail Server

STATUS: Part-Time

SUMMARY:

The Cocktail Server is responsible for providing fast, friendly and courteous service to every customer while taking and serving beverage orders.

ESSENTIAL RESPONSIBILITIES:

- Work in an assigned area, such as the bar and Casino floor and pleasantly takes beverage orders from guests.
- Provide drink recommendations.
- Present beverage orders to the bartender.
- Serve cocktails and non-alcoholic beverages to customers.
- Accept payment and gives change when necessary.
- Greet guest in a courteous, friendly representative of the company.

QUALIFICATIONS:

- High school diploma or GED required.
- All applicants must be at least 21 years of age.
- Minimum 1 year experience as a Cocktail Server.
- Basic knowledge of alcoholic beverages.
- Ability to present change correctly and a knowledge of guest charge procedures.
- Must be familiar with tray service.
- Must be able to stand for long periods of time.
- Ability to bend, stoop and twist while serving beverages.
- Must be able to regularly lift and carry up to 20 pounds.
- Must be able to speak, read and write the English language.
- Must be willing to work weekends, holidays and any shift.

POSTING DATE: August 27th, 2019

CLOSING DATE: Until Filled.



JOB TITLE: Cook

STATUS: Full-Time

SUMMARY:

Prepare food in a safe and timely manner according to departmental and menu specifications.

ESSENTIAL RESPONSIBILITIES:

- Responsible for fast and clean servicing of all menu items to the servers.
- Controls food production to include: proper cooking methods, cooking time and temperature and ensuring sanitation, handling and storage of prepared food and leftovers.
- Prepares for rush periods of work without getting behind.
- Checks work stations before, during, and after shift for proper set up & cleanliness.
- Keeps stock on hand and organizes orders.
- Gets orders for meat needed/order or cut to meet the day's needs.
- Fills special orders when requested by customers.
- Organizes the work day.
- Maintain a flexible break scheduled to meet customer's needs.
- Operate all kitchen equipment including grill, deep fryer, ovens, broiler, slicer, and steamer.
- Keeps errors to a minimum.
- Maintain a solid knowledge of all food products.
- Perform other duties as assigned by management.
- Other duties as assigned.

QUALIFICATIONS:

- One (1) year of food preparation / cooking experience preferred.
- High school diploma or GED required.
- All applicants must be at least 18 years of age.
- Food handler's certification required or ability to obtain one.
- Knowledge of kitchen sanitation, operation and maintenance of kitchen equipment required.
- Basic knowledge of food preparation techniques.
- Must be able to stand for long periods of time.
- Must be able to work with cleaning chemicals.
- Must be able to tolerate areas with extreme heat and cold temperatures.
- Must be able to regularly lift and/or move up to 50 pounds
- Strong organizational skills required.
- Must have attention to detail.
- Reading and math skills for recipes and measurement.
- Must be able to speak, read and write the English language.
- Must be willing to work weekends, holidays and any shift.

POSTING DATE: September 3rd, 2019

CLOSING DATE: Until Filled.



JOB TITLE: Players Club Representative

STATUS: Part-Time

SUMMARY:

Responsible for providing support and service to club members and promoting the success of the player's club by assisting guests through the membership process.

ESSENTIAL RESPONSIBILITIES:

- Enter new customer accounts.
- Greets customers as a company representative and provides information concerning casino programs and amenities, off-site attractions, hotels and restaurants, and Gold Card program.
- Issues promotional amenities, redeems coupons, and maintains accurate banks and inventory control records.
- Greets buses and distributes Gold Cards and requested coupon packages to passengers.
- Adheres to regulatory, departmental and company policies in an ethical manner.
- Develops customer relations with top players.
- Inventory of redeemable items.
- Makes live announcements.

QUALIFICATIONS:

- High school diploma or GED required.
- All applicants must be at least 18 years of age.
- Good math skills essential.
- Must be able to stand for long periods of time.
- Must have computer skills in Microsoft, Word, Excel, Access, and PowerPoint.
- Excellent interpersonal, written and oral communication skills.
- Must be able to speak, read and write the English language.
- Ability to maintain strict confidentiality
- Must be willing to work weekends, holidays and any shift.

POSTING DATE: September 9th, 2019

CLOSING DATE: Until Filled.