



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: September 3rd, 2020

CLOSING DATE: Until Filled.



JOB TITLE: Safety Trainer Officer

STATUS: Full-Time

SUMMARY:

The Safety Training Officer works alongside the Human Resources Director to develop, train, and implement Safety training programs to maintain compliance with safety regulations.

ESSENTIAL RESPONSIBILITIES:

- Ensure compliance with all regulatory bodies and standards including: OSHA, EPA, etc.
- Research environmental regulations to stay current with all safety & health changes in policy, methods, equipment needs, budget and departmental operations.
- Ability to assemble information and compile reports and documents.
- Ability to interpret and apply regulations and procedures.
- Presenting safety principles to staff in monthly/quarterly Safety meetings.
- Ability to actively research, writing, and reviewing of all correspondence, as well as provider information notices for facility, related to COVID.
- Responding to COVID-19 exposures in the workplace.
- Ability to manage onsite COVID-19 testing.
- Conduct COVID-19 safety assessments with Department managers/directors.
- Ability to communicate both verbally and in writing with all levels of employees and management.
- Ability to interact effectively with employees, management, consultants and government entities.
- Ability to recognize hazardous situations and suggest the corrective methods to comply with regulatory standards.
- Manage OSHA 300 reporting.
- Daily management of Workers Compensation program.
- Ability to conduct traditional and modern training methods (mentoring, coaching, on-the-job or in classroom training, e-learning, workshops, simulations etc.)
- Ability to identify future and current training needs.
- Ability to Monitor and evaluate training program's effectiveness and success.
- Effectively manage the training budget.
- Good organizational and planning skills.
- Other duties assigned.

QUALIFICATIONS:

- Bachelor's degree in any of the following fields: Education, Environmental health, Safety, Training.
- Minimum of 4 years' experience in occupational health & safety or an equivalent combination of education and experience.
- Certification as a Certified Safety Professional (CSP) and/or Associate Risk Management (ARM) preferred.
- Knowledge of Federal & Cal/OSHA regulations and other standards and codes.
- 2-3 years of experience as a Training Specialist or similar role designing and executing successful training programs.
- All applicants must be at least 21 years of age.
- Ability to maintain the highest degree of professionalism and confidentiality at all times.
- Ability to communicate with all levels of management.
- Outgoing, friendly, and professional with an organized approach.
- Strong attention to detail and ability to organize data.
- Previous training experience preferred.
- Ability to train, influence and motivate employees.
- Ability to prioritize, plan, multitask, and manage time and multiple responsibilities effectively.
- Strong writing and record keeping ability for reports and training manuals.
- Strong computer skills and proficiency with Microsoft Office products; specifically, Word, Excel, and Power point. AutoCAD experience desired.

POSTING DATE: October 8, 2020

CLOSING DATE: Until Filled.



JOB TITLE: Dealer

STATUS: Part-Time

SUMMARY:

Responsible for dealing the table game of “21” and providing customer service to guest playing the game.

ESSENTIAL RESPONSIBILITIES:

- Assist customers in the rules of play, insuring adherence to established rules, policies, and procedures.
- Shuffles and deals the card game of “21”, applying all rules and procedures relating to the game.
- Exchanges customer’s currency for gaming checks and deposits cash drop box on table.
- When required, signs for additional cash or checks during the game; responsible for maintaining security and safeguarding of checks during assigned game.
- Provide prompt and courteous service to guest by requesting drink or food service.
- Ensures that the table game area is suitable for guest by replacing chairs at tables and picking up any refuse on floor or at tables.

QUALIFICATIONS:

- Must have 1 year of “21” dealing experience or completion of “21” School.
- Have the ability to deal blackjack at an acceptable pace.
- All applicants must be at least 21 years of age.
- High school diploma or GED required.
- 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: November 20, 2020

CLOSING DATE: Until Filled.



JOB TITLE: Media Specialist

STATUS: Full-Time

SUMMARY:

The Media Specialist requires excellent verbal and writing skills and the ability to work independently as well as in a team. An attention to detail, goal oriented, and possess the ability to meet deadlines is critical. This position designs graphics and assists with copy for web sites, web applications, print media, newsletters, advertisements, marketing and promotional campaigns, creating and administering content on all social media platforms, trade show displays, and presentations.

ESSENTIAL RESPONSIBILITIES:

- Design graphics, layouts
- Implement and manage our social media strategy
- Manage and oversee social media content
- Stay up to date with the latest social media best practices and marketing media tools
- Assist with and manage web site and web applications
- Create print media, newsletters and advertisements
- Assist in all marketing and promotional campaigns, trade show presentations and provide creative input for displays
- Implement ideas, suggestions, changes in media shown above
- Excellent written and verbal communication skills
- Accuracy and reliability

QUALIFICATIONS:

- High school diploma or GED required.
- All applicants must be at least 18 years of age.
- 1-3 years experience with Print and in-house collateral as well as web design.
- Knowledge of Facebook, Twitter, LinkedIn, Pinterest, Instagram, and other social media best practices
- Familiarity with web design and publishing
- Formal education in Graphic Arts courses preferred
- Experience In Wordpress
- Experience in all MS Office software, Adobe Illustrator, Photoshop, Flash, and Dreamweaver.
- Graphic design/copy for web/client based applications
- Flash/Multimedia
- Project management skills and the ability to handle multiple projects simultaneously
- Adobe PDF generation and manipulation
- Ability to provide prepress layouts and designs
- Photo manipulation with working knowledge of digital photography
- Must be able to speak, read and write the English language

POSTING DATE: February 15, 2021

CLOSING DATE: Until Filled.