

SUPERVISION EXERCISED:

- None

EDUCATION AND/OR EXPERIENCE:

- Must possess a High school diploma or general education degree (GED) required.
- Six (6) months experience in the gaming industry, security, investigative work or video surveillance systems.
- Knowledge of, and experience with, closed circuit television equipment preferred.

SPECIAL QUALIFICATIONS:

- Ability to maintain strict confidentiality.
- Employee must be of high moral character.
- Must be able to detect any schemes or creating activity aimed at the company or its customers.
- Must be able to multi-task.
- Must possess excellent observational and communication skills.
- Must be computer literate with good written and verbal skills.
- Must have good hand-eye coordination and hearing.
- Exceed guests' expectations with quality and friendly service.
- Treat all Associates and guests with respect, dignity, integrity and sensitivity.
- Provide a safe working environment by complying with safety rules and reporting potential hazards.
- Comply with company performance standards and departmental policy and procedures.
- Demonstrate pride and professionalism for all property's and their goals.
- Support training and development for all associates.
- Communicate and share ideas, concerns and explain "Why" behind decisions.
- Maintain a consistent, regular attendance record.
- Must be extremely detailed oriented, possess excellent organizational skills and strive for accuracy.
- Must be flexible and a fast learner and will be willing to accommodate new and extra work as requested by Manager.

PHYSICAL DEMANDS & WORK ENVIRONMENT:

- The employee is regularly required to sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear.
- The employee is occasionally required to stand; walk; climb or balance; and stoop, kneel, crouch, or crawl.
- The employee must occasionally lift and/or move up to 50 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- The noise level in the work environment varies from light to moderate.
- Ability to work flexible hours/shifts including evenings, graveyard, weekends and holidays required.
- Ability to commute to one (1) or more of the other properties as needed.

CERTIFICATES, LICENSES & REGULATIONS:

- Required to complete Title 31 Bank Secrecy Act (Anti-Money Laundering) annually
- SafeServ certification required

- Required to watch Customer Service video annually
- Required to watch Sexual Harassment video annually
- Must complete fingerprint process
- Required to obtain and maintain gaming license from the CSKT Tribal Gaming Commission annually
- This individual will be required to successfully pass a pre-employment drug test and as a condition of employment will be subject to random drug testing
- It is always the responsibility of the employee to have all documents current and valid

I certify that I have read this job description and understand each one of the requirements for this position, including but not limited to the physical requirements. By signing this document, I certify that I meet all the physical requirements for this job without limitation.

Employee Print & Sign

Date

HR Representative

Date