



JOB DESCRIPTION

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| TITLE: | Surveillance Operator |
| DEPARTMENT: | Surveillance |
| SUPERVISOR: | Surveillance Manager |
| WAGE: | Depending on qualifications |
| SHIFT: | Days/Nights/Weekends/Holidays or as needed |
| CLASSIFICATION: | Gaming License Required |
| POSITION: | Non-exempt |

JOB SUMMARY: Under the direction of the Surveillance Manager, the Surveillance Operator monitors the premises using electronic surveillance equipment for gaming corporation/business. Insures the physical security and safety aspects of the complex. Implements programs to safeguard the welfare and assets of all customers and employees for areas of operation. Applicants should be advised that the Tribe reserves the right to disqualify applicants whose prior activities pose a threat to the public interest. Friendly, professional attitude required at all times. Must be willing to work nights, weekends, and holidays. Neat clean appearance is a must. Native American preference but all qualified applicants will be considered.

JOB QUALIFICATIONS:

- Background in Law Enforcement and/or security training preferred.
- Must demonstrate knowledge in the area of security and general gaming operations.
- Strong communications skills to verbalize incidents and daily happenings in the department.
- Strong reading, writing and computer skills for reporting purposes is required.
- Concentration and manual dexterity required to operate equipment.
- Knowledge of all operating departments policies and procedures required, including live games, slots, poker, cash/slot cage and count room.
- Aptitude for accuracy and detail in their work.
- Shift work required as well as an ability to sit for long periods of time. Operations are 24/7.
- Must be 18 years of age or older.

DUTIES AND RESPONSIBILITIES:

- Must adhere to legendary Waters Resort & Casino's policies and procedures.
- Reports directly to the Surveillance Shift Supervisor.
- Responsible for maintaining the confidentiality of the Department.
- Responsible for protecting the safety of the patrons, staff and company assets.
- Utilizes cameras and other approved observational resources to document all activities in all areas of the property.
- Responsible for generating reports on the following matters:
 - Any deviation or issues of non-compliance from the property's policies and procedures;
 - Any unusual or suspicious activity in or on the perimeter of the property;
 - Any unauthorized access to sensitive areas of the property;
 - Any violation of gaming integrity including cheating at play and suspicious financial transactions;
 - Any issues which may affect the property's public image;
 - Any liability issues; and other issue which may be of importance to the Surveillance Manager, Shift Supervisor, Property Management, or the General Manager.
- Responsible for logging and responding to radio calls.
- Responsible for maintaining a log of the routine tasks performed within the Surveillance room and on the gaming floor.
- Responsible for observing all internal cash asset transfers and escorts.
- Responsible for other duties assigned by the Shift Supervisor.

Not a smoke free environment.

The Red Cliff Tribal Council has a drug free workplace policy and adheres to the intent of the drug free workplace act. All new hires are subject to a drug test prior to starting.

Applications are available at the Cashier's window, the Personnel office of the casino, and on the website www.legendarywaters.com

Posted: 7/26/17

Deadline: Until filled

For further information contact:

LW Human Resources Department: 37600 Onigamiing Drive, Red Cliff WI

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