

PERSONNEL



PO Box 167
Concho, OK 73022
405.422.7498
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VACANCY ANNOUNCEMENT

POSITION: Surveillance Manager
REPORTS TO: Surveillance District Manager
DEPARTMENT: Gaming Commission
LOCATION: Lucky Star Casino – Concho, OK
ISSUE DATE: January 28, 2026

OPEN UNTIL FILLED

The Surveillance Manager must possess the ability to pay attention to detail, analyze problems, communicate well with others and perform at the highest level under stressful situations. The Surveillance Manager monitors regulatory compliance over the Lucky Star Casino's operated by and within the jurisdiction of the Cheyenne and Arapaho Tribes of Oklahoma. Completes all assigned special projects and duties assigned by the Director of Surveillance, Senior Director of the Gaming Commission or Gaming Commissioners. Perform all other related work as requested and assigned. This position is highly sensitive, and a maximum level of confidentiality must be maintained.

Work Schedule

- Requires morning (Day), afternoon (Swing) and evenings (Grave), Monday through Sunday
- Request to be scheduled off for a specific day requires advance notification and approval from Director.

Essential Duties and Responsibilities

- Review all reports and daily logs and insures accuracy of reports.
- Work in an enclosed environment for extended periods of time.
- Review video on all gaming/guest area incidents and keep manager informed on all incidents and action taken to correct the situation.
- Possess the ability to comprehend the overall security mission.
- Monitor all security and safety electronic systems.
- Maintain constant vigilance of surveillance camera system.
- Must be able to sit on a console for extended periods, visually observing a multitude of areas consisting of customer activities and employee functions.
- Surveillance staffing and scheduling.
- Must be able to comprehend the approved SICS, TICS, and MICS set forth by IRGA, NIGC, Gaming Commission and the State.
- Oversee the daily activities of the surveillance room.

- Basic operator duties; observe casino activities with customers and employees, answer radio and phone.
- Complete and review all reports, incidents, review requests, NOC's, logs.
- Employee evaluations
- Weekly schedule
- Ensure coverage for call ins and coverage for leave requests
- Must be available to work Day, Swing, and Grave Shifts if needed.
- Cover next shift if needed and any shift, multiple occasions. Back-to-back shifts and doubles.
- Burn DVD's.
- Train new employees.
- Scan paperwork weekly email completed review rests and incidents.
- Oversee the daily activities of the surveillance room.
- Multitask, keep up communication with all surveillance personnel
- Attend and complete required trainings.

Physical Job Requirements

- Sit and/or stand continuously and perform job functions for a full shift with a lunch break.
- Requires bending, twisting, reaching, climbing, stooping, crouching, kneeling, lifting and pulling.
- Move objects up to and exceeding 25lbs. with reasonable accommodations.
- Office environment with some casino floor environment.
- Must be able to work in a smoking environment.

Qualification Standards

- Must pass pre-employment drug test
- Must be able to qualify and maintain a Cheyenne and Arapaho Gaming License.

SALARY: Negotiable, depending on qualifications and experience.

APPLICATION PROCEDURE: Submit Tribal Application, Resume, Transcripts, Diploma, Certifications, License and CDIB to:

Cheyenne-Arapaho Tribes of Oklahoma

Personnel Department

P.O. Box 167

Concho, OK 73022

Or e-mail: atisdale@cheyenneandrapaho-nsn.gov

Office (405) 422-7498

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Toll Free 1 (800) 247-4612 ext. 27498



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