



JOB DESCRIPTION

TITLE: Surveillance Operator
DEPARTMENT: Surveillance
SUPERVISOR: Surveillance Manager
WAGE: Negotiable
SHIFT: Nights/Weekends/Holidays or as needed
CLASSIFICATION: Non-exempt, Full-time
REQUIREMENTS: Gaming License

JOB SUMMARY: Under the direction of the Surveillance Manager, the Surveillance Operator monitors the premises using electronic surveillance equipment for a gaming corporation/business. Ensures the physical security and safety aspects of the complex. Implements programs to safeguard the welfare and assets of all customers and employees in areas of operation. A friendly, professional attitude is always required. Must be willing to work nights, weekends, and holidays. A neat, clean appearance is a must.

JOB QUALIFICATIONS:

- High school diploma/GED preferred.
- Background in Law Enforcement and/or security training preferred.
- Must demonstrate knowledge in security and general gaming operations.
- Strong communication skills to verbalize incidents and daily happenings in the department.
- Strong reading, writing, and computer skills for reporting purposes are required.
- Concentration and manual dexterity are required to operate equipment.
- Knowledge of all operating departments' policies and procedures required, including live games, slots, cash/slot cage, and count room.
- Aptitude for accuracy and detail in their work.
- Shift work is required, as well as an ability to sit for long periods. 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 with 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 that may affect the property's public image.
 - Any liability issues: and other issues 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.
- Must remain alert to all possibilities and make suggestions.
- Research necessary video and written documentation when needed.
- Maintains appropriate work attire as required.
- Attend all mandatory departmental training as required Title 31.
- Maintains a clean and organized work area.
- Strong observation skills and pay attention to detail.
- Other duties as assigned.

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 before starting. Native American preference applies, yet all qualified applicants will be considered.

Applications are available at the casino cashier's window and online at www.legendarywaters.com.

For more Information, contact:

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