



Title: Slot Manager

Department: Slots – Gaming License Required

Supervisor: General Manager

Position: Full time

Wage: DOE

Job Summary: Under the direction of the General Manager, the Slot Manager is responsible for the overall operation, administration, and performance of the Slot Department. Responsibilities include oversight of slot operations, slot personnel, gaming machine performance, staffing, budgeting, customer service standards, regulatory compliance, and departmental integrity.

The Slot Manager is responsible for ensuring compliance with all applicable federal, state, tribal, and internal gaming regulations, policies, procedures, and Minimum Internal Control Standards (MICS). This position also oversees gaming asset accountability, machine movement compliance, and operational reporting related to slot activities.

The Slot Manager must maintain a professional work environment while supporting operational efficiency, guest satisfaction, team accountability, and department performance.

DUTIES AND RESPONSIBILITIES:

- Maintain compliance with all Legendary Waters Resort & Casino policies, procedures, internal controls, and gaming regulations.
- Oversee daily slot department operations and monitor department performance.
- Ensure adherence to MICS, Tribal Gaming Commission regulations, and departmental procedures.
- Ensure gaming machines are properly maintained, operational, and accurately documented.
- Ensure proper procedures are followed when gaming machines are placed on or removed from the gaming floor.

- Maintain accurate gaming machine inventory and coordinate required reporting to GDIS and regulatory agencies as necessary.
- Review daily, weekly, and monthly slot operational reports and performance data.
- Assist with floor optimization, game performance review, and operational efficiency planning.
- Develop and manage the annual Slot Operations budget.
- Prepare and oversee department staffing schedules.
- Recruit, interview, hire, train, coach, discipline, and evaluate Slot Department team members.
- Promote a positive guest service environment and maintain professional vendor relationships.
- Coordinate with Compliance, Surveillance, Accounting, and Information Technology departments as necessary.
- Ensure department assets, keys, and sensitive gaming equipment are properly secured and controlled.
- Respond to operational issues and assist with troubleshooting slot related concerns.
- Maintain awareness of new gaming products, slot trends, and operational technology developments.
- Must be able to lift at least 50 pounds.
- Must be able to stand and/or walk for extended periods of time.
- Perform other duties as assigned.

JOB QUALIFICATIONS:

- High school diploma or GED required.
- Minimum of five (5) years of slot operations experience required.
- Previous casino management or supervisory experience preferred.
- Thorough understanding of slot department operations and gaming regulations.
- Knowledge of slot accounting systems, player tracking systems, and slot reporting software.
- Knowledge of gaming machine operations, floor performance analysis, and labor management.

- Ability to interpret operational reports and identify trends affecting department performance.
- Knowledge of machine placement, movement, conversions, and gaming inventory procedures.
- Strong analytical, organizational, and problem solving skills.
- Strong computer proficiency required.
- Excellent verbal, written, and interpersonal communication skills.
- Ability to effectively coach, supervise, and hold team members accountable.
- Ability to maintain strict confidentiality and professionalism.
- Accurate, dependable, and detail oriented.

Legendary Waters Resort & Casino 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 employment.

Native American hiring preference policy applies, yet all qualified applicants will be considered.

For further information contact:

Human Resources
37600 Onigamiing Drive
Red Cliff, WI 54814
HR@legendarywaters.com