

# **CASINO SAN PABLO of Lytton Rancheria**

## **Job Description**

<b>Job Title:</b>	Officer	<b>Prepared By:</b>	Security Director
<b>Department:</b>	Security	<b>Date Issued/Revised:</b>	4-7-19
<b>Reports To:</b>	Security Supervisor	<b>Approved By:</b>	Michael Gorczynskil, GM
<b>FLSA Status:</b>	Non-Exempt	<b>Approved Date:</b>	

### **SUMMARY**

Ensures the safety and protection of the guests, fellow team members, property, and assets of Casino San Pablo.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Provides security and protection for customers, casino assets, and other team members

Prepares detailed reports on incidents occurring on casino property.

Provides interior observations during cash removals and deliveries to casino property.

React promptly and effectively to any disturbances at any location on casino property as required or directed.

Observe, report, and react to any individual suspected of conducting illegal activity.

Administer first aid and assist injured customers and team members of the casino.

Responds to the direction of a Security Supervisors and/or upper management.

Conducts or observes removal, replacement and securing of boxes containing cash, or redeemable tokens and tickets from gaming tables and machines.

Read and understand all Duty Sheets, Department Manual, Company Team Member Handbook, and other material as presented. Any questions, suggestions, and constructive ideas should be expressed in briefing or to a Security Supervisor or above in a one on one format.

All of the Security Team must understand and embrace superior guest service in our culture of Friendliness & Cleanliness embodied in the commitment to Kindness, Dignity, and Respect for everyone we deal with.

### **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **SUPERVISORY RESPONSIBILITIES**

This position has no supervisory responsibilities.

### **EDUCATION and/or EXPERIENCE**

No experience required

### **LANGUAGE SKILLS**

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other team members of the organization.

## **MATHEMATICAL SKILLS**

Basic math skills

## **REASONING ABILITY**

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

Gaming License, CPR, First Aid, AED, Verbal Judo, Laws of Arrest.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by a team member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the team member is regularly required to stand and/or walk. Must be able to lift between 40 - 80 pounds deadweight.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those a team member encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually loud. Should be able to adapt well to the casino environment, involving large numbers of people, loud and continuous high noise level. Must also be able to psychologically handle the concepts of persons occupying an establishment for the purposes of gambling, drinking, eating and smoking for long periods of time.