



An Enterprise of the Iowá Tribe of Oklahoma

Vacancy Announcement

Position: Slot Floor Person - FT

Department: Gaming

Location: Perkins, OK

Issuing Date: April 17, 2008

Closing Date: April 27, 2008

Mailing Address:

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Equal Employment Opportunity Statement

The Iowá Tribe of Oklahoma does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability status in employment. However, individuals of Indian ancestry and Veterans will be given preference by law in initial employment or re-employment.

SUMMARY:

Responsible for providing efficient service to all slot Guests and ensures slot machines are monitored on a continual basis for full capacity operation.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Writes of all jackpot wins and notifies the Shift Supervisor as needed.
- Supervises necessary authorization (request for jackpot) and pay out of hand-paid jackpots in accordance with policy.
- Ensures that slot machines are attended to in a timely manner, so as to keep machines in constant operation.
- Services minor machine and printer malfunctions.
- Notifies slot supervisors, shift managers, or slot mechanics of Guest needs and requests, follows up to ensure positive guest relations.
- Assists in maintaining slot floor security by notifying department heads of any suspicious activity.
- Knowledge of local jurisdiction gaming laws (federal, state, compact, etc.) and attendant regulations as well as the Enterprise's internal controls, policies and procedures.
- Promotes departmental and property-wide promotions with all Guests.
- Promotes positive Guest Relations through prompt, courteous and efficient service.
- Creates an atmosphere of FUN for all Casino guests.

- Encourages mutual respect, dignity and integrity with all Associates, by setting positive examples at all times.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified.

QUALIFICATION REQUIREMENTS:

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.

EDUCATION and/or EXPERIENCE:

High school diploma or GED preferred. One to two years slot floor experience.

SPECIAL QUALIFICATIONS:

Strong organizational and communication skills 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 guests and other employees of the Enterprise.

MATHEMATICAL SKILLS:

Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations, using units of American money.

REASONING ABILITY:

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee 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 employee is regularly required to stand, walk, use hands to finger, handle, or feel objects, tools, or controls, reach with hands and arms, and talk or hear.

The employee must frequently lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing 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 employee regularly works near moving mechanical parts.

The noise level in the work environment is usually loud.

CONDITIONS OF EMPLOYMENT:

The Iowa Tribe of Oklahoma operates a drug-free workplace. The selected applicant must submit to and pass applicable drug test. Additionally, selected individual must be bondable and able to pass background check in order to obtain gaming license.