



Vacancy Announcement

Title: Cage Supervisor

Reports To: Cage Manager

Location: Yreka, CA

Salary: \$16.00 - \$18.50 per hour, (DOE)

Classification: Full Time, Regular, Non-Exempt, Non-Entry Level

Summary: Supervise all Cage personnel during a shift.

Application Deadline: December 11, 2017 by 5:00 pm

Applications are available at all Tribal Offices or on the Internet at www.rainrockcasino.com, just click on the tab for Rain Rock Casino. The Karuk Tribe's **(TERO) Preference and Drug & Alcohol Policy** apply. If selected applicants must successfully pass a drug screening test and be willing to submit to a criminal background check.

Job descriptions are available online at: www.karuk.usrainrockcasino.com or by contacting the Human Resource Department, Telephone (530) 598-5445, Address: 777 Casino Way, Yreka, CA 96097, Email: dbernal@rainrockcasino.com



Position Description

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Reports to: Cage Manager
Location: Yreka, CA
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Classification: Full Time, Regular, Non-Exempt, Non-Entry Level

Summary:

Supervise all Cage personnel during a shift.

Responsibilities:

1. Safeguard Rain Rock Casino assets.
2. Ensure that all MICS, REGS and Title 31 requirements are complied with including the completion of CTRs at the end of the gaming day.
3. Document performance for the ongoing evaluations of all Cage personnel.
4. Maintain a work schedule for Cashiers and Main Bankers that reflects expected business needs.
5. Perform the Fill Bank duties as needed.
6. Perform the duties of the Main Banker as needed.
7. Maintain professional communication between the Cage and other departments.
8. Provide input to Cage Management in the hiring, training and development of new Team Members.
9. Provide information and explain Players Club benefits, property amenities & marketing programs to our guests.
10. Communicate effectively both orally and in writing.
11. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

LEVEL OF AUTHORITY & RESTRICTIONS

1. Supervises all Cashiers and Leads during a shift.

WORKING CONDITIONS & ENVIRONMENT

1. The noise level in the work environment is usually loud.
2. Must be available to work in a smoke-filled environment.

3. Must be able to multitask.
4. Must be able to stand for long periods of time.
5. Must be able to handle mental and physical stress.
6. Must be able to move up to 25 pounds.

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 and skills or abilities required.

1. Must be at least 21 years of age
2. High School diploma or GED (required).
3. Minimum two (2) years' experience in a casino Cage environment or two (2) years in banking supervisor role.
4. Successfully complete required training for advancement.
5. Must be proficient in Microsoft Office programs and be able to pass a computer skills test at time of interview.
6. Good customer service skills
7. Good public relations skills; professional appearance and demeanor.
8. Must possess reasonable ability to communicate in English.
9. Highly self-motivated and directed.
10. Good verbal and written communications skills.
11. Keen attention to detail.
12. Proven analytical, evaluative, and problem-solving abilities.
13. Ability to effectively prioritize and execute tasks in a high-pressure environment.
14. Extensive experience working in a team-oriented, collaborative environment.
15. Must possess and maintain a valid state driver's license and be insurable by the RRC's insurance carrier.
16. Willing to travel and participate in training as recommended or required.
17. Must have a Tribal Gaming License (or the ability to obtain and maintain a license) as a requirement for this position.
18. Must have employment eligibility in the U.S.
19. Must adhere to confidentiality policy.
20. Must successfully pass a drug screening test and criminal background check.
21. Indian preference will be observed in the hiring process.

Veteran's Preference: It shall be the policy of the Karuk Tribe and Rain Rock Casino to provide preference in hiring to qualified applicants claiming Veteran's Preference who have been discharged from the United States Armed Forces with honorable and under honorable conditions.

ACKNOWLEDGEMENT

I hereby acknowledge that I have read and reviewed this Job Description with my Team Leader. I also acknowledge that I have full and complete understanding of this Job Description and agree to the above noted Duties, Responsibilities, Requirements and Conditions.

Team Member Name

Signature

Date

Team Leader Name

Signature

Date

Council Approved: *(date)*

Original to HR

Copy to Team Member

Copy to Team Leader