

**\*\*INTERNAL/EXTERNAL POSITION OPENING\*\***  
**CAGE & VAULT MANAGER**

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**RATE OF PAY:** Depending upon experience  
**LOCATION:** Seven Clans Casinos – Red Lake, MN  
**OPENS:** 11/15/2022  
**CLOSES:** 11/30/2022

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**POSITION OBJECTIVES:**

Under the general supervision of the General Manager is responsible to oversee the Cage and Vault operations and activities for Seven Clans Casinos.

**DUTIES AND RESPONSIBILITIES:**

- Oversees the Cage and Vault operations to ensure all policies, procedures and internal control measures are adhered to and maintained.
- Maintains accurate and complete record keeping; ensures appropriate records are routed in a timely manner as necessary, including tax withholding and winners.
- Reconciles Cashier Balance Sheets, records error's and makes correcting entries.
- Maintains records of cash shortages and/or overages, enforces policies as required.
- Ensures adequate currency and coin amounts are maintained for daily business transactions.
- Analyzes and recognizes deficiencies or problem areas and provides solutions to achieve desired results.
- Ensures all safety and security measures are maintained.
- Reviews surveillance tapes to detect any irregularities in procedures or to assist in solving customer grievances and identifying discrepancies.
- Performs all job functions of window, vault or chip bank cashiers, and soft count team and/or change personnel.
- Participates in the review of associates and completes necessary paperwork as required by established policies and procedures. Maintains training program for departmental new hires.

**REQUIRED QUALIFICATIONS:**

It is required the Cage/Vault Department Manager have at least a two-year vocational degree in accounting or with at least 2 years C&V Management experience preferred with knowledge of CCT and Ditronics.

**SEND COMPLETED APPLICATION/TRANSFER REQUEST TO:**

Sheila Erickson Human Resources Manager - [sheila.erickson@7clans.com](mailto:sheila.erickson@7clans.com)

10200 Hwy 89 Red Lake MN 56671

Stop in and fill out an application or apply online, Website: [www.sevenclanscasino.com](http://www.sevenclanscasino.com)