

****EXTERNAL OPENING****

VAULT CASHIER



RATE OF PAY: Depending upon experience
LOCATION: Seven Clans Casinos –Warroad, MN
OPENS: 04/12/2022
CLOSES: Until Filled

SCOPE OF POSITION

Under the direct supervision of the prevailing Cage/Vault Supervisor is responsible to conduct vault transactions for Seven Clans Casinos.

DUTIES AND RESPONSIBILITIES

- ❖ Responsible for the vault bankroll including transactions and related paperwork.
- ❖ Verifies and accounts for all transactions to and from the vault, including American and Canadian currency, coupons, tokens, and chips.
- ❖ Clips and straps currency; initials straps for a tracking method.
- ❖ Responsible for issuance of any checks; records tax withholding information as required.
- ❖ Enters information into audit machine to ensure balancing is done each shift.
- ❖ Completes necessary paperwork to ensure accurate paper trail is maintained at all times; submits balance sheets daily.
- ❖ Accepts deposits and makes exchanges for currency, coupons and/or chips with other personnel.
- ❖ Operates jet-sort and audit machines, calculators and currency counters.
- ❖ Performs other functions within the Cage/Vault areas as necessary.
- ❖ Ensures all security measures are maintained to protect the assets of Seven Clans Casinos.

REQUIRED QUALIFICATIONS

It is required the Vault Cashier have at least a High School Diploma or GED with thorough knowledge of Cage/Vault operations.

SEND COMPLETE APPLICATION/RESUME TO:

Human Resources Office- Seven Clans Casino- 34966 605th Ave. Warroad 56763
Phone: 1-218-386-3381 Ext. 36040 or 36041
Or online at www.sevenclanscasino.com