

**** EXTERNAL POSITION OPENING ****
SLOT DEPARTMENT MANAGER



Rate of Pay: Depending on Experience
Location: Seven Clans Casino Warroad
OPENS: 02/06/2023
CLOSES: 02/20/2023

POSITION OBJECTIVES:

Under the general supervision of the Director of Slot Operations is responsible to oversee the assigned slot department for Seven Clans Casinos.

DUTIES AND RESPONSIBILITIES:

- ❖ Ensures continuous, smooth operations of slot machines, associated equipment and employees.
- ❖ Verifies slot information to confirm computer system produces information required for regulatory departments and agencies.
- ❖ Oversees the completion of work orders from management, such as the moving or installation of machines. Recommends and performs slot machine conversions and updates.
- ❖ Evaluates slot floor layout and coordinates machine moves to maximize play.
- ❖ Responsible to ensure all rules, regulations, policies and procedures are adhered to and maintained.
- ❖ Analyzes and recognizes deficiencies or problem areas and provides solutions to achieve desired results.
- ❖ Inspects slot machines and technical devices to troubleshoot problems and make repairs.
- ❖ Responsible for preventative maintenance on slot machines and associated equipment.
- ❖ Maintains an updated inventory of all slot machines, parts, locks, and other related equipment.
- ❖ Safeguards all records and confidentiality pertaining to department.
- ❖ 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 Slot Department Manager have at least a two year vocational degree or equivalent with related experience and thorough knowledge of the slot department operations.

SEND COMPLETE APPLICATION/RESUME/TRANSFER REQUEST TO:

Human Resources Office-Seven Clans Casino 34966 605th Ave. Warroad MN 56763
1-800-815-8293 Ext. 36040/36041 or online @ www.sevenclanscasino.com

