

**** EXTERNAL POSITION OPENING ****

SECURITY MANAGER



RATE OF PAY: Depending upon experience
LOCATION: Seven Clans Casinos –Warroad, MN
OPENS: 06/01/2020
CLOSES: 06/15/2020

POSITION OBJECTIVES:

Under the general supervision of the General Manager is responsible to oversee the protection of assets for Seven Clans Casinos.

DUTIES AND RESPONSIBILITIES:

- ❖ Oversees the supervising, planning and scheduling of security employees.
- ❖ Responsible to ensure appropriate training of all security personnel is conducted timely and efficiently.
- ❖ Conducts internal investigations involving employees and customers.
- ❖ Responsible to oversee the protections of safety and assets of organization, including the efficient operations of entire department.
- ❖ Inspects and evaluates property security activities to ensure compliance with appropriate procedures.
- ❖ Responsible for the adherence and maintenance of applicable rules, regulations, policies and procedures.
- ❖ Analyzes and recognizes deficiencies or problem areas and provides solutions to achieve desired results.
- ❖ Reviews paperwork of department and ensures completeness and accuracy, including performance evaluations and reporting requirements.
- ❖ Writes detailed reports on incidents and provides assistance with investigations as required.
- ❖ 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 Security Manager have at least a two-year vocational degree or GED with related experience. Safety background and CPR/AED certified preferred.

SEND COMPLETE APPLICATION/RESUME REQUEST TO:

Seven Clans Casinos – Human Resources Office 34966 605th Ave. Warroad, MN 56763
www.sevenclanscasino.com or call HR @ 218-386-3381 ext. 36040/36041