

****EXTERNAL POSITION OPENING****
SLOT DEPARTMENT SUPERVISOR
4pm-12pm shift



RATE OF PAY: Depending upon experience
LOCATION: Seven Clans Casinos –
OPENS: 05/19/2021
CLOSES: Until Filled

SCOPE OF POSITION

Under the general supervision of the Slot Department Manager is responsible to oversee assigned shift for Seven Clans Casinos.

DUTIES AND RESPONSIBILITIES

- Ensures adequate staffing is maintained to meet business needs.
 - Schedules employees and assigns work duties.
- Oversees work orders, installation, maintenance, repair, etc. on slot machines.
- Assists in analyzes information on slot machines such as floor layout, play, revenue, etc. Recommends changes as appropriate.
- Performs maintenance, troubleshoots problems and performs upgrades on machines, instructs associates on procedures and processes and conducts training as needed.
 - Coordinates slot processes with affected departments.
- Maintains inventory of all slot machine equipment, parts, locks, electronic devices and supplies, ensures adequate amounts are on hand as needed.
- Responsible for accurate reporting on slot machines and safeguards records.
- Ensures compliance with regulatory agencies and adherence to policies and procedures, makes recommendations for improvement as needed.
- 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 Supervisor have at least a High School Diploma or equivalency and three years experience with slot machines.

**SEND COMPLETED APPLICATION/RESUME TO: SEVEN CLANS CASINO –HUMAN
RESOURCE DEPARTMENT 34966 -605th Ave. Warroad, Mn 56763
1-800-815-8293 ext. 36040 or email: www.sevenclanscasino.com**