EXTERNAL POSITION OPENING

REVENUE AUDIT MANAGER

RATE OF PAY: Depending upon experience
LOCATION: Warroad, MN
OPEN: August 25, 2026
CLOSES: September 8, 2026

POSITION OBJECTIVES:

Under direction of reporting senior, this position performs, accounting and clerical duties related to accounting of all revenues generated within the property and payroll timekeeping for assigned employees. Provides direction to assigned Revenue Audit Clerks. Performs all functions in accordance with applicable federal/state/local laws and gaming regulations, the mission and objectives of the Seven Clans Nation, as well as established policies, procedures and controls.

DUTIES AND RESPONSIBILITIES:

- Provides excellent customer service to associates, supervisors, managers, etc. who may have questions or require assistance with revenue audit matters.
- Provides support and leadership direction to individuals directly reporting to this position in accordance with the organizational structure.
- Processes and reconciles regular and supplemental revenues by entering codes and data information onto appropriated computer screens; update information as necessary.
- Completes and posts the daily revenue journal entries and related revenue reporting
- Supervises daily casino and non-gaming revenue audits, cash summaries, journals for daily entry and related revenue reports for management.
- Performs management functions such as hiring, training, evaluating staff, provide direction for and guidance for the department
- Evaluate employee performance and provide feedback
- Prepares month-end reports from Revenue Control and PC spreadsheets.
- Maintains accurate and organized files in accordance with regulations.
- Ensures that month end casino audit journal entries and account reconciliations are accurate and complete.
- Performs revenue audit adjustments in accordance with accepted accounting procedures
- Responsible for performing operational audits of identified casino functions to evaluate control strengths and make appropriate recommendations to enhance controls.
- Investigates and reports any discrepancies with established control procedures. Serves as the primary liaison with internal and external auditors for any revenue audit fieldwork.
- Ensures compliance with all applicable regulations, laws, internal policies/procedures, and internal control protocols.
- Performs other related duties as may be assigned by reporting senior.

Benefits:

- Medical, Dental, & Vision
- Free $50,000 Life Insurance
- 401K Retirement Plan with up to 5% employer match
- Earn PTO Bi-Weekly

REQUIRED QUALIFICATIONS:

It is required the Revenue Audit Manager have at least a two- year vocational degree, or related experience preferred.

SEND COMPLETE RESUME TO:

Victoria.mostrom@7clan.com com – Human Resources Office,