



WHITE EARTH RESERVATION

CHAIR Terrence "Terry" Tibbetts **SECRETARY-TREASURER** Leonard Alan Roy
DISTRICT I Raymond Auginaush, Sr. **DISTRICT II** Kathy Goodwin **DISTRICT III** Eugene "Umsy" Tibbetts

Job Announcement

Position: Surveillance Monitor (Swing Shift)

Location: Mahnomen

Pay: \$14.33/hr

Benefits: Full

Open: 01-21-19

Close: 01-25-19

Status: Full Time

The White Earth Reservation Business Committee is currently seeking a qualified applicant who will be responsible for assisting in providing and maintaining a proactive surveillance operation that protects the assets of the Shooting Star Casino.

- Maintains visual observation of all assigned areas and /or locations.
- Observe Shooting Star or other White Earth entities as directed for irregular activities.
- Monitor establishment activities to ensure adherence to all federal and state gaming regulations and casino policies and procedures.
- Ensure all cameras and recording devices are in good operating condition and are recording appropriate information.
- Monitor all cash handling area closely to insure there is no suspicious activity.
- Maintains a daily log of all incoming calls both phone and radio.
- Completes reports in a timely manner.
- Observes and reports all suspicious activity, policy and procedure violations.
- Maintains good rapport with co-workers, associates and external sources including local, state and federal representatives.
- Reviews reports and daily logs to facilitate communication.
- Ensures the strictest of confidentiality is maintained at all times.
- Performs other duties and responsibilities as required or assigned.

Knowledge, Skills and Abilities:

- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Tribal Council and the Compliance Department.
- Skill of developing and maintaining positive relationships with internal and external customers.
- Ability to work cooperatively within a group to make the work of the group successful and effective.
- Knowledge of video surveillance equipment and computer software including applications.
- Knowledge of and ability to apply commonly accepted rules of grammar, spelling and punctuation in written communication to develop management reports and summaries.
- Ability to concentrate on a task for a period of time without being distracted.
- Ability to apply rules and combine information to reach an appropriate conclusion.
- Ability to understand basic mathematic functions and applications.
- Ability to sit for extended periods of time up to 8 hours.
- Ability to frequently use hand and finger motions to perform work duties.
- Ability to communicate effectively with Casino employees, Gaming Commission staff and Casino management in both written and verbal form.

Qualifications:

- **High school diploma or GED. Previous gaming experience is preferred.**
- **Must meet licensing requirements as prescribed by the Tribal, State compact for gaming.**
- **Valid Driver's License and insurance for travel between sites and other related businesses.**
- **Must be able to pass a criminal background check and drug screening.**

Mail Applications to:
White Earth Tribal Council
Attention: Personnel
P.O. Box 418
White Earth, MN 56591

Download Applications at: www.whiteearth.com

EEO with Native Preference.

A Drug Free Workplace - Tests for alcohol and illegal drug use may be required prior to and during employment.