

Job Announcement

1 Seasonal Position

|  |  |  |  |
| --- | --- | --- | --- |
| **Job Title:** | Cage Cashier | **Entity:** | 12 Tribes Resort Casino |
| **Reports To:** | Cage Manager | **Salary Grade 14:** | **$11.00 - $14.09 DOE** |
| **FLSA Classification:** | Non-Exempt | **Closing Date:** | May 26, 2017 |

**Summary:**

Performs casino cage cashier duties in accordance with casino policies and in a customer service friendly, efficient and profitable manner that promotes superior staff, customer and vendor relations.

**Essential Functions:**

* Responsible for assigned bank drawers.
* Receives and exchanges cash, checks, and gaming chips from patrons.
* Receives checks from patrons in exchange for currency, coin and chips. Accepts checks in accordance to casino policy.
* Handles fill and credit transactions in cooperation with security department members when assigned.
* Receives cash from the main bank.
* Prepares the cash drawer reconciliation and accounting records.
* Provides chip/change floor service to poker room when assigned.
* Performs other duties and special projects as assigned.

**Knowledge, Skills, and Abilities (Minimum Qualifications):**

* High School Diploma or GED preferred.
* Ability to add, subtract, multiply and divide; also may compute discounts, fractions, ratios and percentages.
* Proficiency with 10-key calculator.
* Must be computer literate; proficiency in Windows based programs desirable.
* Must successfully complete Title 31, Banking Secrecy Act training.
* Cashier experience preferred.
* Must be able to obtain and maintain a valid Tribal Gaming License.
* Must be able to work variable hours including days, nights, graveyard, weekends, holidays, and overtime.

**Physical Demands / Work Environment:**

* Manual and finger dexterity as required to perform daily job duties.
* Ability to occasionally sit for prolonged periods of time.
* Ability to frequently walk and/or stand for prolonged periods of time.
* Ability to frequently lift and/or move up to 50 pounds.
* Ability to frequently bend, squat and/or reach.
* Frequently works near or around electricity.
* Frequently works near or around mechanical moving parts.
* Frequently exposed to vibration.
* Frequently exposed to toxic or caustic chemicals.
* Frequently exposed to a high level of noise in the work environment.
* Frequently exposed to tobacco smoke.
* Frequently exposed to fumes or airborne particles.
* Occasionally exposed to outside weather conditions, including variations in temperature and precipitation.

These requirements need to be met to represent knowledge, skills and/or ability to perform job functions. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

## DRUG TEST REQUIRED IN ACCORDANCE WITH CTFC POLICY

Submit applications to Human Resources: 12 Tribes Resort Casino 28968 HWY 97, Omak WA 98841or email to [carlas@colvillecasinos.com](mailto:carlas@colvillecasinos.com) or [lauram@colvillecasinos.com](mailto:lauram@colvillecasinos.com)

Call 509-422-8577 or 509-422-8578 if you require more information.

Also find us at [www.colvillecasinos.com](http://www.colvillecasinos.com)

**CTFC IS AN INDIAN PREFERENCE EMPLOYER**