



COLORADO RIVER INDIAN TRIBES

Human Resources

26600 MOHAVE RD.

PARKER, ARIZONA 85344

TELEPHONE (928) 669-1320 • FAX (928) 669-5263

VACANCY ANNOUNCEMENT

November 13, 2012

#110-12

DEPARTMENT: GAMING AGENCY
POSITION: SURVEILLANCE OPERATOR
ANNUAL SALARY: \$ 19,240.00
CLOSING DATE: NOVEMBER 26, 2012

JOB SUMMARY: The major purpose of this position is to protect the integrity of the assets of the Colorado River Indian Tribes Gaming Enterprises by using a closed circuit video surveillance system. This position operates the video surveillance system to detect violations of the Arizona/CRIT Gaming Compact and Tribal Gaming Code as they relate to the gaming operation.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Maintains a working knowledge of the closed circuit video surveillance system. Ensures all equipment and reports problems to the Supervisor.
2. Utilizing the video surveillance equipment, conduct surveillance of all areas of the casino for unusual or suspicious activities. These activities may include but are not limited to:
 - Attempts to manipulate gaming machines in any manner.
 - Employees observed stealing funds and/or property.
 - Employees deviating from established procedures.
 - Any type of disturbance on casino property.
 - Any suspicious activity which may cause the Operator to believe criminal activity may occur as a result or that the actions observed may cause a liability to the Tribes'.

3. Conducts random surveillance of the daily actions of employees who have connection with the financial aspects of the casino, including: slot operations, cage vault operations, poker room Bingo, etc.
4. Control access to the Surveillance room. Only those individuals authorized access by the TGA Gaming Executive Director or Designee will be allowed to enter the Surveillance Room.
5. Prepare appropriate detailed written reports documenting surveillance observations. Submit completed reports to Surveillance Supervisor for actions by the TGA or Casino Management.
6. Review recorded video for suspicious activity and potential criminal activity or non-compliance with established procedures.
7. Assist in conduct of special investigations by conducting specific surveillance of targeted individuals.
8. Maintains all record and forms generated by the Surveillance Department as required.
9. Must be familiar with procedures of various departments within the casino to insure compliance with established procedures.

Must be able to work a rotating shift schedule

Conducts other duties as assigned

10. Must be able to work a rotating shift schedule.
11. Conducts other duties as assigned.

KNOWLEDGE, SKILLS, ABILITIES AND OTHER JOB CHARACTERISTICS:

1. Ability to analyze information;
2. Knowledge in the sources of information and laws governing the use of that information;
3. Knowledge of other departments in the organization, to understand procedures used and recommend changes when necessary;
4. Able to communicate effectively with Tribal Gaming employees;
5. Possess basic typing skills: 45 wpm, basic filing skills;
6. Applicant will handle highly confidential information and be bound by a Confidentiality Agreement.
7. By signing an Alcohol and Drug Policy the applicant must agree to maintain an Alcohol and Drug-Free Workplace as a condition of employment with the Colorado River Indian Tribes.
8. In accordance with the CRIT Gaming Code Tribal Gaming Agency employees shall not gamble in any Gaming Facility run by the Tribal Gaming Enterprise.

EDUCATION OR EXPERIENCE:

1. Must possess the capability of making good decisions.
2. Must have the ability to operate surveillance equipment.
3. Previous experience operating surveillance equipment preferred but not required.
4. Must possess traits such as alertness, knowledge, and patience.
5. Must possess some computer skills.
6. Must have a valid Arizona Driver's License.
7. Must be proficient in gaming industry regulations and organization operating procedures.
8. High School diploma or GED is necessary and some college courses would be helpful but, not mandatory.

PHYSICAL DEMAND: Must be able to walk, stoop, and lift up to twenty-five (25) pounds.

CRIT is a drug free work place. All employees will be required to submit to fingerprinting and a criminal background check.

SUBMIT COMPLETED APPLICATION TO
C.R.I.T. HUMAN RESOURCES DEPARTMENT
26600 MOHAVE ROAD
PARKER, ARIZONA 85344

or

FOR APPLICATION VISIT: <http://www.crit@nsn.gov>

INDIAN PREFERENCE: The Colorado River Indian Tribes does not discriminate against employees or applicants based upon race, color, sex, or national origin. However, to the extent permissible under Section 701(b) and 703(I) of the Title VII of the Civil Rights Act, the Tribes does apply a hiring preference to enrolled members of federally recognized Indian tribes.

CRIT OFFERS: HEALTH and LIFE INSURANCE, PAID HOLIDAYS, SICK AND ANNUAL LEAVE AND PENSION PLAN.

