



Tolowa Dee-ni' Nation/Lucky 7 Casino



Position Description

Title: Slot Attendant
Class: Service
Status: Full Time/Part Time
Supervisor: Video Manager
Effective Date: Revised 05/14

Department: (10) Video Gaming Devices
FLSA: Non-Exempt
Pay Grade: III
Subordinates: None

Position Summary:

Machine maintenance and repair. Good customer service.

Essential Duties and Responsibilities: *include the following. Other duties may be assigned.*

Machine maintenance:

Change paper, change ribbons, adjust volume and pictures, clean video screens and inside of cabinets, adjust and align certain mechanical parts.

Machine repair:

Trouble shoots and identifies simple malfunctions, remove and replace parts, adjust or align parts.

Customer service:

Customer service: Have a good working knowledge of all gaming machines and be able to explain to customers, ensure that all lost credits or money due is returned to the customer with the approval of the Shift manager. Serve drinks when needed, fulfill all reasonable customer requests, cash tickets and get change (if permitted by internal controls) and present warm, friendly attitude towards customers.

Duties and responsibilities may be added to, or modified as deemed necessary.

Minimum Qualifications:

- High school diploma or general education degree.
- Six months related experience, and / or training or equivalent combination of education and experience.
- Qualified Indian Preference applies.

Language Skills:

Ability to write reports, maintain logs and comprehend manuals. Ability to effectively present information and respond to questions from customers and the general public.

Mathematical Skills:

Ability to calculate figures, proportions, percentages, area circumference and volume. Ability to apply concepts of basic mathematics.

Reasoning Ability:

An Attendant must be able to solve practical problems when necessary. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Certificates, Licenses, Registrations:

Must be able to pass extensive background investigation for the issuance, and retention, of gaming license.

Physical Demands:

While performing the duties of this job, the employee is frequently required to stand walk and use hands to finger, handle, or feel. The employee is occasionally required to sit, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk and hear. The employee must occasionally lift 50 pounds. Machines are moved with a hand truck or lift.

Vision Requirements:

- Close vision (clear vision at 20 inches or less).
- Color vision (ability to identify and distinguish colors).
- Depth perception (three-dimensional vision, ability to judge distances and spatial relationships).
- Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

Work Environment:

While performing the duties of this job, the employee is regularly exposed to risk of electrical shock. The employee is frequently exposed to moving mechanical parts. The employee is occasionally exposed to toxic or caustic chemicals. The noise level in the work environment is usually moderate. There is also contact with cleaning fluids and lubricants. The employee is exposed to a smoky environment. Moderate noise (examples: business office with computers and printer, light traffic)

Employee's Signature: _____

Date: _____

Supervisor's Signature: _____

Date: _____