

Mazatzal Hotel & Casino

JOB DESCRIPTION

POSITION: **Table Games Supervisor**
DEPARTMENT: Table Games
STATUS: **Part-time**
NUMBER OF POSITIONS: **1**
RATE: **\$16.00 per hour**
REPORTS TO: Table Games Manager
SUPERVISES: Table Games Dealers

JOB SUMMARY: Under direction of the Table Games Manager, administer operations of the card room during an assigned shift. Oversee gaming activities. Ensure adherence to prevailing policies and procedures, departmental internal controls and all applicable governmental regulations. Provide and promote exceptional customer service. Assist in training, scheduling and assignment of duties to Table Games staff.

ESSENTIAL JOB FUNCTIONS:

- Assures adherence to prevailing policies and procedures, departmental internal controls and all applicable governmental regulations.
- Perform other duties as determined by Table Games Manager.
- Coordinates with other shift supervisors as necessary to insure a smooth shift changeover.
- Controls playing card inventory, issues cards to tables as needed.
- Communicates to employees on shift any and all changes to established policies pertaining to Table Games room activity.
- Must be knowledgeable of special events / promotions and makes players aware game play rules.
- Oversees dealer activity to insure that performance meets the highest standards and that positive customer relations are promoted.
- Performs other job related duties as assigned.

QUALIFICATIONS:

- High School diploma or GED recommended. Experience may substitute for schooling.
- Table games dealing experience
- Excellent guest service and communication skills.
- Schedule flexibility.

PHYSICAL, MENTAL AND ENVIRONMENTAL DEMANDS:

- Blood Pressure must fall under accepted guidelines by the American Heart Association or clearance from a medical doctor.
- Physically mobile with reasonable accommodations to stand for long periods of time.
- Must have bending mobility to reach, kneel, twist and grip items while working at assigned area.
- Read, write, speak and understand English.
- Must be able to lift up to 20 pounds and carry up to 25 pounds.
- A Must be able to stand 35% of work time.
- Must be able to walk 35% of work time, and sitting 30%.

SHIFT: **DAY/SWING**
OPENING DATE: **SEPTEMBER 18, 2020**
CLOSING DATE: **SEPTEMBER 25, 2020**

Interested parties should submit resume or letter of interest and application to Human Resources.

Mazatzal Hotel & Casino reserves the right to change the above job description as necessary.