

# Mazatzal Hotel & Casino

## **JOB DESCRIPTION**

**POSITION:** Dual Rate Supervisor (Poker)  
**DEPARTMENT:** Table Games  
**STATUS:** Full-Time  
**SHIFT:** Days/Swings  
**RATE:** \$6.50

**NUMBER OF POSITIONS:** 1  
**REPORTS TO:** Table Games Manager

### **JOB SUMMARY:**

Under direction of the Table Games Manager, administer operation of the card room during an assigned shift. Oversee gaming activities. Ensure adherence to prevailing policies and procedures, departmental internal controls and Tribal/State Compact and NIGC MICS. Provide and promote exceptional guest service. Assist in training, scheduling and assignment of duties to Table Games team members.

### **ESSENTIAL JOB FUNCTIONS:**

- Coordinates with other shift supervisors as necessary to insure a smooth shift changeover.
- Observe and analyze the integrity of all table game activity.
- Maintain security of Casino assets.
- Mediate and solve problems for guests and team members.
- Confirm that Table Games team members are providing optimum service to guests.
- Control inventory and player tracking with appropriate paperwork and data entry methods.
- Keep team members updated on policies, procedures, and special events.
- Ensure compliance with State and Tribal Gaming regulations.
- Regularly review staff performance with the Table Games Manager.
- Maintains playing card inventory, issues cards to tables as needed.
- Perform other job related duties as determined by the Table Games Manager.

### **QUALIFICATIONS:**

- High School diploma or GED recommended. Experience may substitute for formal education.
- Minimum two years management or supervisory experience.
- Must have Table games dealing experience and/or experience in a related field.
- Excellent guest service and communication skills.
- Schedule flexibility.
- Demonstrated leadership ability. Ability to remain calm in tense situations.

### **PHYSICAL, MENTAL AND ENVIRONMENTAL DEMANDS:**

- 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 25 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%.