



JOB POSTING

TITLE: Cage Cahier (Part-Time)
DEPT: Cage
PAY: \$12.57\hr (7)

JOB SUMMARY

RED RIVER – Performs Cage Cashiering duties such as the exchange of money for chips and tickets, check cashing, debit and credit transactions, prepare jackpot transactions, and counting and recording hospitality cashier tips; including all required documentation.

MINIMUM QUALIFICATIONS

REQUIRED – High School Diploma or GED | At least 21 years of age | 1 year prior cashiering experience | **PREFERRED:** Working knowledge of the gaming industry and the laws and regulations governing gaming operations |

ESSENTIAL DUTIES – All Team Members must embrace and deliver Kiowa’s Guest Service Standards to every Guest on every shift, as outlined in Orientation, the Team Member Handbook, Standard Operating Procedures (SOPs), and any other related training | Consistently ensures an exceptional level of service and satisfaction is achieved throughout the property, exceeding the expectations of external and internal Guests alike in a timely and effective manner | Maintains a bank throughout shift | Completes and signs associated accountability forms | Conducts Guest even money transactions | Redeem tickets | Redeem chips | Sets up equipment prior to opening of Cage window | Has working knowledge of Title 31 | For the Team Member window; will prepare jackpot transactions including all related documents | For the Team Member window; will count and keep a record of tips for hospitality department cashiers | Completes Multiple Transaction Log (MTL), Monetary Instrument Log (MIL), and Currency Transaction Report (CTR) | Maintains a high level of Guest confidentiality | Maintains the Cage in a neat and orderly manner | All other duties as assigned | Must adhere to departmental, organizational, state, and federal safety rules and regulations, applicable processes for safe operation, appropriate Personal Protective Equipment, in addition to any/all related controls for personal welfare and the safety of others |

IMPORTANT NOTES

1) This announcement describes an open position at Kiowa Casino & Hotel, as of the posting date listed below. To be eligible to apply, current Team Members must have performed competently for at least 6 months in their current position. In addition, Team Members receiving corrective action within the previous 6 months may not be eligible for transfer. If you are interested in any posted position, please contact HR for a complete copy of the job description and an application or an internal application, if you are currently employed by Kiowa.

2) Native American Preference will apply in accordance with Tribal policies. All applicants must be able to work any shift, holidays, and weekends as scheduled. Current Team Members are also encouraged to submit an updated resume with their internal application. All Team Members must submit an internal application for each interested position. For example, if you have applied for a Floor Supervisor position and one week later Floor Supervisor is posted again, you must fill out another internal application.

STATUS: 1 F/T | POSTED: 03/06/23 | REMOVE: When Filled



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