



JOB POSTING

TITLE: Facilities Specialist

DEPT: Facilities

PAY: \$12.57/hr

JOB SUMMARY

RED RIVER - Performs work as directed by Facility Supervisor and Facilities Manager to repair and otherwise maintain all facilities, furnishings, and equipment in a timely and professional manner.

MINIMUM QUALIFICATIONS

REQUIRED - High school diploma or GED required | At least 21 years of age | 1 years of experience with plumbing, carpentry, painting, landscaping, and / or other construction building trades | Knowledge of the Americans with Disabilities Act (ADA) of the building specifications of the building | Knowledge of all safety procedures associated with the wellbeing of the building and of the Guest and Team Members | Valid Driver's License and be insurable on Company's Policy | **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 | Repairs damaged facilities and furnishings | Performs preventative maintenance as directed | Paints, repairs, and hangs drywall and wallpaper | Performs minor repairs of plumbing systems and equipment | Performs facility modifications as directed | Cleans parking lot | Mows grass, plows snow, waters lawn, tends to flower beds, and regularly inspects assigned work areas to insure proper standards are maintained | Operates lawn and grounds equipment including power mowers and other power equipment | Plans, plants, and maintains exterior and interior landscaping in accordance with the landscaping plan | Repairs and maintains campus walks and lots | Removes trash from grounds | Repairs carpets | Moves furniture and equipment | Promptly responds to all repair requests | Enforces safety regulations at work site | Reports to work as scheduled and on time | Adheres to all regulatory, departmental, and casino policies and procedures, and to the Minimum Internal Control Standards (MICS) | Offers support and assistance to other Team Members and departments | 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 Casinos, 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 Casinos. 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: 04/18/23 | REMOVE: When Filled



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