

# **PLAYERS CASINO**

## **SURVEILLANCE**

**Reports to:** General Manager/CEO, VP and Casino Administrator

**Status:** Hourly; Non-Exempt

### **SUMMARY:**

Responsible for maintaining close, continuous surveillance of all gaming areas and the entire property in order to protect life and property at the Players Casino. Monitors facility for irregular activities such as cheating or theft by employees or patrons, using audio and video equipment and ensures adherence to all state gaming regulations and company policies and procedures. Supports supervisors, managers and executives of the Players Casino with regard to protection of assets in their respective departments.

### **ESSENTIAL FUNCTIONS:**

1. Reviews special observations as requested by Casino management
2. Consults with Casino management regarding Gaming violations
3. Conducts daily surveillance reports summarizing the day's events
4. Ensures all reports are complete and understandable
5. Forwards pertinent information as required to Casino management
6. Reviews and evaluates daily reports by Casino Floor personnel
7. Reports on any and all Gaming violations and/or policy infractions by employees as observed
8. Reports any and all suspicious activity immediately when observed
9. Creates and maintains Surveillance incident information files, both digital and physical.
10. Maintains evidence files of video recordings, pictures
11. Maintains data files on criminal activity, advantage players and procedural infraction.

### **OTHER FUNCTIONS:**

1. Ensures proper functioning of equipment by daily verification of all camera video feeds
2. Reports any system error or malfunctioning of equipment to IT and Casino Management.
3. Conducts Close Watch or other special surveillance requests by Casino management
4. Reviews results of special observations directly to Casino management.
5. Recommends improvements in procedure, future camera placement and security protocol.
6. Maintains repair log for Surveillance System.
7. Communicates with security guards when needed.
8. Maintain remote monitoring and/or reviewing ability at all times.

### **SKILLS, KNOWLEDGE AND ABILITIES REQUIRED:**

At least two (2) years' experience as a surveillance operator or security personnel in a card room or similar gaming entity. Familiarity with all poker game rules and gaming regulations. Effective communication skills for dealing with patrons and staff. Must be able to obtain appropriate license from Police Department and Department of Justice. Able to work weekends, holidays and evening

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hours as business demands. Must have some knowledge and experience working with computers and surveillance equipment.

### PHYSICAL ACTIVITY REQUIREMENTS:

Must have no issues climbing stairs. May occasionally be required to assist in camera maintenance, which includes ascending ladders and moving large poker tables over 100lbs with the assistance of another casino staff member.

### OTHER REQUIREMENTS:

The Surveillance supervisor will report directly to casino management and floor personnel. Their interactions with other casino personnel shall be minimal, unless ordered to do so by Casino management.

### WORKING ENVIRONMENT/CONDITIONS:

General office and card room environment. May be subject to moderate to loud noise levels.

### WILL BE EVALUATED ON:

- Ability to satisfactorily perform job duties
- Ability to direct and work effectively with managers, supervisors and other employees
- Compliance with work and safety rules
- Punctuality and attendance
- Ability to keep all surveillance related information strictly confidential

*I have read the above job description and I understand the requirements of the job.*

*I understand that my job performance will be reviewed based on this job description, adherence to all company policies and practices, and any other job duties, responsibilities and requirements that may be assigned.*

*In accordance with the Americans with Disabilities Act and any applicable state law prohibiting discrimination on the basis of a physical or mental disability, it is possible that requirements may be modified to reasonably accommodate a disabled individual. However, no accommodations will be made which may pose certain health or safety risks to the employee or others or which impose undue hardships on the Company.*

*Job descriptions are not intended as and do not create employment contracts. The Company maintains its status as an at-will employer as described in the Company handbook.*

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Employee Signature

\_\_\_\_\_  
Date

Surveillance Supervisor

April 2013