



# WIN-RIVER RESORT & CASINO

## JOB DESCRIPTION

<b>JOB TITLE:</b>	Cage and Count Technician I
<b>DEPARTMENT:</b>	Cage
<b>REPORTS TO:</b>	Cage and Count Manager
<b>SALARY:</b>	Grade 4, Entry \$14.41/hourly
<b>CLASSIFICATION:</b>	Non-exempt
<b>SUPERVISES:</b>	None
<b>JOB SUMMARY:</b>	This team member is responsible for the maintenance of all Cage and Count Department equipment

---

### ESSENTIAL DUTIES AND RESPONSIBILITIES

---

The essential duties and responsibilities outlined here are representative of those that must be met by the team member to successfully perform the essential functions of this position, however, are not all inclusive:

1. Responsible for the prompt diagnosis and repair of faulty equipment, including performing yearly PMs on all equipment
2. Maintains proper documentation on equipment repair and maintenance logs, shift logs, yearly PMs on all cage and count machinery
3. Completes machine moves and other projects assigned
4. Responds to calls on mechanical difficulties within 15 minutes of the initial call
5. Responsible for monthly kiosk drop and to fill in on slot drops when needed
6. Orders and stocks replacement parts, keeps an accurate inventory of all supplies, and maintains the security of equipment, records and funds
7. Keeps a detailed log of all equipment maintenance, pulls all corresponding reports when machine malfunctions or stacker changes, and completes maintenance in a timely manner
8. Wears required safety gear while cleaning or working on machines for the Cage and Count department
9. Follows all policies and procedures as they relate to the technical operations set forth by the Resort & Casino. Also responsible for providing input on how policies and procedures may be streamlined to enhance the performance or improve safety or security of the equipment
10. Normal office hours, but also available for all on call repairs, emergencies, etc.
11. Performs all duties in a manner that continually supports the vision, mission, values, and principles of the Resort & Casino
12. Performs all duties in a manner that adheres to the guest service standards established by the Resort & Casino's guest service program
13. Other duties as assigned by the Cage and Count Manager

---

---

### **EDUCATION REQUIREMENTS**

---

The education requirements outlined here are representative of the minimum that must be met by the team member to successfully perform the essential functions of this position, however, higher levels of education than required will be reflected during the recruitment process:

- A High School diploma, or the equivalent thereof, is required

---

---

### **EXPERIENCE AND KNOWLEDGE REQUIREMENTS**

---

The experience and knowledge requirements outlined here are representative of the minimum that must be met by the team member to successfully perform the essential functions of this position, however, higher levels of experience and knowledge than required may be reflected during the recruitment process:

- Six months to a year of related experience and/or training; or equivalent combination of experience is required
- The ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals is required
- The ability to write routine reports and correspondence is required
- The ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists is required
- The ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form is required
- Strong electronic/mechanical background is preferred

---

---

### **PHYSICAL REQUIREMENTS**

---

The physical requirements outlined here are representative of those that must be met by the team member to successfully perform the essential functions of this job:

- Continuously stands
- Frequently walks, bends/stoops, reaches above/below shoulder level, and kneels
- Occasionally sits, climbs, squats, and crawls
- Frequently lifts/carries up to ten (10) pounds is required
- Occasionally lifts/carries up to seventy five (75) pounds is required
- Frequently pushes/pulls up to twenty five (25) pounds is required
- Occasionally pushes/pulls one hundred (100) pounds or over is required
- The ability to use office equipment including, but not limited to a computer keyboard, calculator, general office equipment and multi-line telephone, is required

---

---

### **WORKING CONDITIONS**

---

The working conditions outlined here are representative of those that the team member will or may be exposed to while performing the functions of this job:

- While performing the duties of this job, the team member is frequently exposed to second-hand tobacco smoke
- While performing the duties of this job, the team member is usually subject to inside environmental conditions
- While performing the duties of this job, the team member may occasionally be subject to outside environmental conditions and to wet and/or humid conditions

---

---

**OTHER INFORMATION**

---

---

- Native American Preference Policy applies
- This individual must be able to meet the suitability requirements of the Redding Rancheria's Gaming Agency to obtain a gaming license
- Win-River Resort & Casino is a drug-free workplace
- Reasonable accommodations may or may not be made dependent upon the nature of the work required by the position
- This job description does not list all the duties of the job. You may be instructed by management to perform other tasks or functions
- This job description is not a contract for employment. Employment with Win-River Resort & Casino is considered "at-will"
- Must be able to comply with the Win-River Resort & Casino Common Language Rule
- Win-River Resort & Casino reserves the right to add, delete or modify without notice

Revised 10/15/20 kc