

Mar 20, 2024

Position Title: Internal Auditor/Gaming Inspector
Scheduled Hours: Full Time, Variable Shifts
Reports To: Tribal Gaming Commission (785)595-3211

Responsibilities Overview: Enforce compliance with laws, regulations, policies and procedures related to gaming and complete the Internal Audit in a timely manner.

Qualifications:

- Computer literate in a variety of computer programs.
- High school diploma or equivalent required
- Possess strong interpersonal and communication skills.
- Previous casino gaming experience preferred.
- Knowledge and understanding of laws, regulations, and procedures related to gaming.
- Present a well groomed, professional appearance and attitude.
- Proficient writing, grammar, and punctuation skills.
- Friendly, outgoing personality.
- Good physical condition.
- **Applicant must pass an extensive background investigation.**

Physical, Mental and Environmental Demands:

- Physically able to walk or stand for long periods of time.
- Work in a fast-paced, stressful work environment.
- Tolerate areas with secondary smoke.
- Tolerate high noise levels, bright lights and dust.
- Stay calm and function under high stress situations.
- Resolve infractions and violations in a calm, professional manner.

Essential Functions:

- Protect Tribal property and assets.
- Observe and verify all currency and coin counts.
- Witness and verify all slot machine fills, jackpots and malfunctions.
- Verify authorization and signatures for the property key control system.
- Investigate gaming infractions and violations.
- Compose complete and accurate reports.
- Provide observation and inspection for all money drops and collections.
- General observation and policing related to gaming.
- Meet attendance requirements of the job and adhere to policy and procedure.
- Keep work areas clean and free of safety hazards, debris and litter.
- Perform all job functions in a safe and reasonable manner.
- Maintain proper appearance and grooming standards.
- Other duties as assigned
- Any reasonable requests made by the Tribal Gaming Commission.

***The Tribal Gaming Commission reserves the right to modify this job description at its discretion.**

Excellent Benefits Package!

Applications accepted until 4:30PM on April 4, 2024. Please send applications to bkent@iowas.org