



POSTED: January 13<sup>th</sup>, 2022

DEADLINE: Until Filled

### **JOB DESCRIPTION**

**POSITION:** Drop/Count Manager

**DEPARTMENT:** Drop Team

**LOCATION:** Resort

**SUPERVISOR:** Controller

**EMPLOMENT:** Full-Time

**PAY RATE:** Pay Grade 11 (\$12.25 to 16.11 per hour D.O.E.)

### **DESCRIPTION:**

The Drop Team Manager is responsible to enforce all control and operational procedures for the Count and Drop Team.

### **RESPONSIBILITIES:**

- Provide excellent Guest Service to guests, internal and external through active guest engagement and positive attitude.
- Responsible to enforce all rules, regulations, policies and procedures set by Lac Vieux Desert Resort.
- Responsible for the supervision and scheduling of the Count Team members.
- Responsible for the training of the Count Team members.
- Responsible for the collections and counting of revenue.
- Responsible for the totaling and recording of revenue.
- Insure that proper supplies are on hand and order as necessary.
- Must attend all training and meetings as required.
- Must carry out all other duties as assigned.
- Responsible for doing preventive maintenance on all money handling equipment.

- Due to the dynamic Casino Environment from time to time, we require employees to be flexible and assume other responsibilities assigned by management.

### **MINIMUM QUALIFICATIONS:**

- High School diploma or G.E.D.
- Possess good communication and supervisory skills
- Possess above average writing skills
- Must be physically fit and able to lift heavy weights.
- Must possess good math skills.
- Must be able to count large sums of money accurately.
- Must be able to receive and maintain a Gaming License.
- Must pass background checks and other pre-employment screenings.
- Willing to work weekends, nights, and holidays.

### **PREFERRED QUALIFICATIONS:**

- Previous experience in working with large sums of money.
- Previous Casino experience.

*The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.*

### **OUR MISSION**

Our Mission is to provide an exceptional and memorable experience to every Guest, every time. Each Team Member will demonstrate a high level of professionalism, provide a safe, clean and entertaining experience for all Guests, internal and external.

Integrity, Service, Professionalism, Value. This is our **PROMISE**.

**Date Approved by the Public Enterprise Finance Commission (PEFC): 12/30/2016**

**Northern Waters Casino Resort**

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